

**RUSHMOOR BOROUGH COUNCIL
RECORD OF EXECUTIVE DECISION
ROED REF 463**



Decision taken by individual Officer

DECISION MAKER - Tim Mills - Executive Head of Property and Growth

DECISION AND THE REASON(S) FOR IT

Rushmoor Borough Council invited tenders from suitably experienced cleaning and security suppliers, for cleaning and security services at The Meads Shopping centre for a 3-year base term with options to extend up to a maximum of 5 years. The contract, once awarded, will also allow for the addition of further sites within the Council's property portfolio, including but not limited to: Union Yard, Aldershot; Ashbourne House, Andover; and Frimley 4.4, Farnborough.

This was an open procurement process as defined by section 2 of the Procurement Act 2023, following the new procurement legislation and the changes that were introduced under the Procurement Act 2023 and the Procurement Regulations 2024. All procurement documents in relation to this can be found on SharePoint in the Procurement Workspace, which is managed by Roger Sanders for access.

A price cap of £735,000 in the first year was applied to tenders in relation to cost of service.

The Council received 13 compliant submissions which were independently evaluated by three evaluators, with guidance from the Portsmouth procurement team. The top three bidders were also invited to attend an hour-long clarification meeting which included the opportunity to make a short presentation.

A&R Contract Cleaning Specialist Ltd t/a Always Responsive Commercial Cleaning (herein referred to as A&R) were the successful bidder. The scores across the top bidders were very close however the outcome across the three segments scored quality, price and social value was that A&R had the highest combined score. Following interviews, the evaluators were confident in the preferred bidder selection.

It is envisaged that the new contract will commence on 7th December 2026, following a three-month mobilisation period.

The contract is aligned with the open procurement legislation and process. Pinset Masons have provided legal advice to Portsmouth procurement team in the final stages of the process to ensure compliance.

DATE DECISION TAKEN

18th August 2026

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

Framework approach – rejected because it considerably narrowed the potential pool of suppliers and would have excluded the potential for local suppliers and SMEs.

ANY CONFLICTS OF INTERESTS DECLARED

*(Conflict of interests of any executive member who is consulted by the officer which relates to the decision.
A note of dispensation should be attached).*

None



Signed _____
Tim Mills