Information Document

Procurement

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Procurement additional information

You can find further information regarding contact details for our Central Procurement Unit on our webpages.

Services provided in house

The following services are provided in house:

- catering
- cleaning
- portering
- services
- maintenance

Laundry services

For details regarding our laundry services please see below:

- services/provider: Circuit Laundry
- total annual spend: 56.5% of takings
- description of the services provided under this contract: Provision of washing machines and dryers in three locations (the Hex, South Courts and University Square) open 24/7 at Colchester and Southend campuses.
- the number of sites covered: three
- start date of the contract: September 2021
- end date of the contract: September 2026
- duration of the contract as well as extensions: five years plus an optional one year extension

Facilities waste management contract – Colchester

For details regarding our waste management services for our Colchester campus please see below:
- services/provider: Veolia
- total annual spend: Approximately £180,000
- description of the services provided under this contract: waste and recycling removal services
- the number of sites covered: 1
- start date of the contract: August 2022
- end date of the contract: August 2025
- duration of the contract as well as extensions: three years plus an optional one year extension

**Facilities waste management contract – Southend and Loughton**

For details regarding our waste management services for our Southend and Loughton campuses please see below:

- services/provider: Biffa
- total annual spend: £41,696.06
- description of the services provided under this contract: waste and recycling removal services
- the number of sites covered: 2
- start date of the contract: August 2022
- end date of the contract: August 2025
- duration of the contract as well as extensions: three years plus an optional one year extension

**Lift maintenance contract**

For details regarding our lift maintenance contract please see below:

- services/provider: Stannah
- total annual spend: £165,000.00 excluding VAT
- description of the services provided under this contract: maintenance of our lifts including out of hours cover and repairs
- the number of sites covered: three
- start date of the contract: September 2020
- end date of the contract: August 2027
- duration of the contract as well as extensions: three years plus an optional two-year extension and a further two-year extension.

**Street cleansing fleet**

We currently have the following street sweepers that operate on our three campuses:

<table>
<thead>
<tr>
<th>Sweeper Make/Model</th>
<th>Number of Sweepers</th>
<th>Volume of Sweeper tanks</th>
<th>Purchase Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hako Scrubmaster B90</td>
<td>3</td>
<td>85L for both tanks</td>
<td>2014</td>
</tr>
<tr>
<td>Hako Scrubmaster B70</td>
<td>2</td>
<td>72L solution tank and 74L recovery tank</td>
<td>2015 and 2019</td>
</tr>
<tr>
<td>Hako Scrubmaster B30</td>
<td>1</td>
<td>30L for both tanks</td>
<td>2016</td>
</tr>
<tr>
<td>Hako Scrubmaster B12</td>
<td>1</td>
<td>16L solution tank and 22L recovery tank</td>
<td>2016</td>
</tr>
</tbody>
</table>

**Car parking**

Information regarding parking charges on our campuses can be found on our travel and transport webpages.