

TENDER RECOMMENDATION REPORT

TO: CHIEF EXECUTIVE OFFICER

CC: A/COORDINATOR BUILDING MAINTENANCE
A/MANAGER ASSETS MAINTENANCE

FROM: DIRECTOR ASSETS

FILE REF: 25/277522

DATE: 08 AUGUST 2025

TENDER 25111 PROVISION OF CLEANING SERVICES: KINGSWAY REGIONAL SPORTING COMPLEX, COMMUNITY BUILDINGS SOUTH AND PARK TOILETS & CHANGEROOMS SOUTH – SEPARABLE PORTIONS

Issue

To consider Tender No: 25111 Provision of Cleaning Services: Kingsway Regional Sporting Complex, Community Buildings South and Park Toilets & Changerooms South – Separable Portions for an initial period of one (1) year.

Background

The City is seeking to appoint a suitably qualified and experienced contractor to provide cleaning services to Kingsway Regional Sporting Complex, Community Buildings South and Park Toilets & Changerooms South. Following the review of cleaning service requirements; it is proposed that a new contract be awarded for an initial period of one (1) year with an option of two (2) x 12 month extension periods or part thereof. This is intended to provide both budgetary and operational stability over the contract duration.

Detail

Tender 25111 Provision of Cleaning Services: Kingsway Regional Sporting Complex, Community Buildings South and Park Toilets & Changerooms South – Separable Portions was advertised on and closed on 1 July 2025. No Addenda were issued.

The three (3) separable portions were split into the following:

- Portion 1 – Kingsway Regional Sporting Complex
- Portion 2 – Community & Heritage Buildings – South
- Portion 3 – Park Toilets & Changerooms - South

Essential details of the proposed contract are as follows:

Item	Detail
Contract Form	Goods and Services
Contract Type	Lump Sum and Schedule of Rates
Contract Duration	12 Months
Commencement Date	August 2025
Expiry Date	August 2026
Extension Permitted	Yes, two (2) periods of twelve (12) months or part thereof

25111 PROVISION OF CLEANING SERVICES: SOUTH – SEPARABLE PORTIONS

Tender submissions were received from the following companies:

Legal Name	Trading Name	Abbreviation
OM Bhagwati Namah Pty Ltd	A2Z WA Cleaning Services	A2Z
BrightMark Group Pty Ltd	BrightMark Group Pty Ltd	BrightMark
Clean Club Services Pty Ltd*	Clean Club Services Pty Ltd	Clean Club
DMC Cleaning Corporation Pty Ltd as a trustee for the Panich Family Trust	DMC Cleaning	DMC
Du Clene Pty Ltd	Du Clene Pty Ltd	Du Clene
K & K Facility Services Pty Ltd	K & K Facility Services Pty Ltd	K & K
Office Cleaning Experts Pty Ltd	Office Cleaning Experts	OCE
Bany, Stephen Gojam	Royal Blue Cleaning Services	Royal Blue
Uniting Global Pty Ltd	Uniting Global Pty Ltd	Uniting Global
V.D.G. Pty Ltd	V.D.G Pty Ltd	VDG
Izana Lermo t/as West Coast Cleaning Solutions	West Coast Cleaning Solutions	West Coast

*The submission from Clean Club Services was deemed as non-conforming and did not proceed for further evaluation.

Probity Oversight

Tender submissions were evaluated in accordance with the Procurement and Evaluation Plan (**PEP**) which included the following selection criteria:

Item No	Description	Weighting
1	Sustainable (Corporate Social Responsibility) Procurement a) Environmental Considerations 5% b) Buy Local 10% c) Reconciliation Action Plan 5% d) Access and Inclusion 5%	25%
2	*Work Health & Safety (WHS) demonstrated working documents	20%
3	*Demonstrated similar experience	30%
4	*Methodology, resources and capacity	25%

All Tenderers must meet the City's minimum requirements (as determined by the City) for each of the qualitative criteria detailed above (*) to be considered for further evaluation.

Pricing is not included in the qualitative criteria and is considered as part of the overall value for money (VFM) assessment.

Evaluation Criteria 1 – Sustainable Procurement (25%)

Evidence of Sustainable (Corporate Social Responsibility) Procurement was assessed based on the Tenderer's responses provided to the Questionnaires within Schedules 3A, 3B, 3C and 3D which formed part of the tender documentation.

Sub Criteria a) Environmental Considerations (5%)

The City is committed to procuring goods and services that provide positive environmental, social and economic impacts over the entire life cycle of a product or service. Respondents are encouraged to provide credentials of any environmental claims of the goods and/or services submitted in this tender.

Tenderers provided details of their environmental considerations within Schedule 3A, with the following ranking:

Tenderer	Ranking
BrightMark	1
OCE	2
K&K	3
VDG	3
Uniting Global	3
A2Z	6
DMC	6
Du Clene	8
Royal Blue	8
West Coast	8

Sub Criteria b) Buy Local (10%)

An assessment was made based on the response provided, detailing the following information:

- Location of tenderer's offices and workshops;
- Residential addresses of staff and company addresses of subcontractors;
- Purchasing arrangements through local businesses;
- Requirement for new employees arising from award of the contract.

Tenderers provided details of their "Buy Local" considerations within Schedule 3B, with the following ranking:

Tenderer	Ranking
OCE	1
Du Clene	2
BrightMark	3
DMC	3
Uniting Global	3
VDG	3
A2K	7
K&K	7
West Coast	9
Royal Blue	10

Sub Criteria c) Reconciliation Action Plan (RAP) (5%)

An assessment was made to determine the ranking based on the responses provided that relate to:

25111 PROVISION OF CLEANING SERVICES: SOUTH – SEPARABLE PORTIONS

- RELATIONSHIPS - building positive relationships between indigenous and non-indigenous people;
- RESPECT – recognising the contribution of Indigenous people to Australia and learning more about the history, culture and diversity in a two-way communication process;
- OPPORTUNITIES – attracting, developing and retaining organisational talent to build opportunities for aboriginal employment, training, and development and mentoring.

Tenderers provided information specifying differing levels of actions in relation to indigenous reconciliation action with assessment resulting in the following ranking:

Tenderer	Ranking
VDG	1
BrightMark	2
K&K	3
OCE	3
DMC	5
A2K	6
Du Clene	7
Royal Blue	7
Uniting Global	7
West Coast	10

Sub Criteria d) Access & Inclusion Plan (AIP) (5%)

An assessment was made to determine the ranking based on the responses provided that relate to:

- People with disabilities having the same buildings and facilities access opportunities as other people;
- People with disabilities receiving information in a format that will enable them to access information as readily as other people are able to access it;
- People with disabilities receiving the same level and quality of service from staff as other people receive;
- People with disabilities having the same opportunities as other people to make complaints;
- People with disabilities having the same opportunities as other people to participate in any employment opportunities.

Tenderers provided information specifying considerations for access and inclusion provisions with assessment resulting in the following ranking:

Tenderer	Ranking
DMC	1
VDG	1
BrightMark	3
K&K	3
OCE	3
Royal Blue	6
A2K	7
Du Clene	8
Uniting Global	9
West Coast	10

Overall Sustainable Procurement Ranking Summary

The overall assessment of the Sustainable Procurement criteria has resulted in the following overall ranking:

Tenderer	Ranking
OCE	1
VDG	2
BrightMark	3
DMC	4
K&K	5
Du Clene	6
Uniting Global	7
A2Z	8
West Coast	9
Royal Blue	10

Evaluation Criteria 2 - Tenderer's Safety Management Systems (20%)

Evidence of WHS management policies and practices was assessed from the tender submissions. The assessment for safety management was based on the tenderer's responses to a specific questionnaire included within the tender documentation.

Tenderers provided details of their safety management systems with the following ranking:

Tenderer	Ranking
BrightMark	1
OCE	1
Uniting Global	1
VDG	1
K&K	5
DMC	6
Du Clene	6
West Coast	8
A2Z *	9
Royal Blue *	10

Evaluation Criteria 3 - Tenderer's Demonstrated Similar Experience (30%)

The tenderer's relevant experience in demonstrating the achievement of meeting client expectations as presented in their tender submission were assessed to evaluate their capability to meet the requirements of the contract. Assessment of this criterion considered the tendering entity's credentials to fulfil the requirements of the contract. The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
BrightMark	1
Uniting Global	2
OCE	3
VDG	4
A2K	5
K&K	5
Du Clene	7

Tenderer	Ranking
DMC	8
Royal Blue	9
West Coast	10

Evaluation Criteria 4 - Tenderer's Methodology, Resources & Capacity to meet the requirements of the Contract (25%)

The tenderer's resources as presented in their tender submission were assessed to evaluate their capacity to meet the requirements of the contract. Assessment of this criterion considered the tenderer's staff resources, vehicles, plant/equipment and workshop support to manage the contract. The assessment of this criterion has resulted in the following ranking:

Tenderer	Ranking
BrightMark	1
Uniting Global	2
OCE	3
K&K	4
VDG	5
A2Z	6
Du Clene	6
Royal Blue	8
DMC	7
West Coast	7

Overall Qualitative Weighted Assessment and Ranking

Tenderer's submissions were reviewed in accordance with the PEP. The overall assessment of qualitative weighted criteria resulted in the following ranking:

Tenderer	Ranking
BrightMark	1
OCE	2
Uniting Global	3
VDG	4
K&K	5
*Du Clene	6
*A2Z	7
*DMC	8
*Royal Blue	9
*West Coast	10

*Indicates those tenderers who did not meet the City's minimum requirement for at least one of the mandatory qualitative criteria and did not proceed to the pricing or overall VFM assessment.

Pricing for the Services Offered

An assessment was made to determine the ranking based on the lump sum pricing and schedule of rates provided with the tender documentation for each Separable Portion.

Based on the information provided, tenderers are ranked as follows:

Separable Portion 1

Tenderer	Ranking
BrightMark	1
Uniting Global	2
VDG	3
OCE	4
K&K	5

Separable Portion 2

Tenderer	Ranking
BrightMark	1
Uniting Global	2
K&K	3
OCE	4
VDG	5

Separable Portion 3

Tenderer	Ranking
VDG	1
Uniting Global	2
OCE	3
BrightMark	4
K & K	5

Relative Value for Money Assessment

The combined assessment of price and qualitative criteria resulted in the following tenderer ranking:

Separable Portion 1

Tenderer	Ranking
BrightMark	1
Uniting Global	2
VDG	3
OCE	4
K&K	5

Separable Portion 2

Tenderer	Ranking
BrightMark	1
Uniting Global	2
OCE	3
K&K	4
VDG	5

Separable Portion 3

Tenderer	Ranking
VDG	1
Uniting Global	2
OCE*	3
Brightmark	4
K&K	5

Overall Assessment and Comment

Separable Portion 1

The tender submission from BrightMark satisfied the overall VFM assessment in accordance with the assessment criteria and weightings as detailed in the PEP and is therefore recommended as the successful tenderer for Separable Portion 1.

Separable Portion 2

The tender submission from BrightMark satisfied the overall VFM assessment in accordance with the assessment criteria and weightings as detailed in the PEP and is therefore recommended as the successful tenderer for Separable Portion 2.

Separable Portion 3

OCE are recommended as the successful tenderer for Separable Portion 3. Please refer to the Confidential Memo for further information in respect to this recommendation.

Consultation

Nil

Statutory Compliance

Tenders were invited in accordance with the requirements of Section 3.57 of the *Local Government Act 1995*. The tendering procedures and evaluation complied with the requirements of Part 4 of the *Local Government (Functions and General) Regulations 1996*.

Strategic Implications

The proposal aligns with the following objective with the Strategic Community Plan 2021-2031:

Goal 5 A well-planned, safe and resilient City that is easy to travel around and provides a connection between people and places

Priority 5.3 Manage and maintain assets

Risk Appetite Statement

In pursuit of strategic objective goal 5, we will accept a Medium level of risk, extended to High in the areas of Community / Reputation & Financial / Commercial impacts. Shifting transport modes and usage in the City may require short term pain for longer term gain as the City supports the development, maintenance and connection of alternatives to car use (e.g. cycle ways) and the supporting infrastructure.

Enterprise Risk Management Considerations

Risk Title	Risk Rating
CO-O08 Contract Management	Low
Accountability	Action Planning Option
Corporate Strategy and Performance	Manage

Risk Title	Risk Rating
CO-O17 Financial Management	Moderate
Accountability	Action Planning Option
Director Corporate Strategy and Performance	Manage

Financial and Performance Risk

Financial Risk

A financial risk assessment was undertaken by Equifax Australasia Credit Ratings Pty Ltd as part of the tender evaluation process and the outcome of this independent assessment advised that BrightMark and OCE are assessed with the financial capacity to meet the requirements of the contract.

Performance Risk

Both BrightMark and OCE are current providers of cleaning services to the City, they have provided ongoing exceptional service. There is no concern nor need for reference checks. Refer to confidential attachment for further comment.

Policy Implications

Tenders were invited in accordance with the requirements of the City's Purchasing Policy.

Financial (Budget) Implications

Operational Budget:

The costs associated with the Provision of Cleaning Services: Kingsway Regional Sporting Complex, Community Buildings South and Park Toilets & Changerooms South are included in the Asset Maintenance Operational Budget.

Recommendation:

That the CHIEF EXECUTIVE OFFICER, in accordance with Delegation 1.1.13 (Tenders for Goods and Services) of the Delegated Authority Register for the awarding of Tenders ACCEPTS the tenders submitted as per the schedule or rates as following:

- **BrightMark Group Pty Ltd – Separable Portion 1 & 2,**
- **Office Cleaning Experts –Separable Portion 3**

for Tender 25111, for Provision of Cleaning Services: Kingsway Regional Sporting Complex, Community Buildings South and Park Toilets & Changerooms South, for the initial period of one (1) year, with two (2), twelve (12) month options to extend at the City's discretion, as per the tendered schedule of rates and in accordance with the conditions of tendering.