

TENDER SCOUT PROTECTED SAMPLE PAPER

Cleaning of Council Buildings & Facilities

Cleaning • Wagga Wagga City Council • CT2026043

Location: Wagga Wagga NSW

Close / status: 10 July 2026

Important: This sample shows the structure of a paid client pack. Using a Tender Scout pack does not guarantee that the buyer will shortlist, score, or award the tender. Procurement decisions remain entirely with the buyer and must be answered against the official tender documents.

BID VERDICT

Bid if the operator can roster multi-site daily cleaning, prove supervisor coverage, and price periodic tasks separately from routine labour.

SOURCE-LED RESEARCH

- Council published the RFT public notice on 12 May 2026 and listed a public display period through 10 July 2026.
- The tender title points to council buildings and facilities, so the response should assume public-facing sites, after-hours access rules, hygiene controls, and regular inspection evidence.
- The public notice lists submitted tenderers, which suggests a competitive local and national cleaning field rather than a single informal quote process.

RESEARCH METHOD

A paid pack is generated from the official tender source, public buyer information, public contract-history signals, and web-grounded research for the specific tender and operator profile. Source links stay visible so the client can verify the official record.

OFFICIAL SOURCE

<https://wagga.nsw.gov.au/the-council/news-and-updates/public-notice/public-notice/request-for-tender-ct2026043-cleaning-of-council-buildings-and-facilities>

Compliance and response plan

FIRST CHECKS

- Confirm all sites, square metres, frequency tables, consumables responsibility, sanitary services, and periodic deep-cleaning items.
- Build a compliance matrix for insurances, WHS, police checks or working-with-children requirements, environmental controls, and portal declarations.
- Prepare two local government cleaning case studies with supervisor model, complaint response time, quality audit sample, and referee contact.

PRICING TRAPS

- Do not price all buildings at one blended rate until the schedule separates daily, weekly, periodic, and call-out work.
- Check whether consumables, waste handling, sanitary units, and emergency cleans sit inside the lump sum or are claimable extras.
- Confirm award assumptions, public holiday coverage, and after-hours access before final margin.

RECOMMENDED RESPONSE ANGLE

Lead with reliability, hygiene quality, roster resilience, supervisor inspection rhythm, and fast escalation for missed or urgent services.

EDITABLE WORKING SECTION

Draft response outline

EXECUTIVE SUMMARY DRAFT

Wagga Wagga City Council is seeking a supplier for Cleaning of Council Buildings & Facilities. The response should open with a clear bid/no-bid position, evidence that the operator can deliver in Wagga Wagga NSW, and a short explanation of how the operator will control mobilisation, compliance, reporting, and service failures. The operator should replace placeholders with real contract evidence before submission.

METHODOLOGY DRAFT

- Mobilisation: confirm official requirements, appoint a contract lead, lock key dates, assign evidence owners, and build the first-30-day transition plan.
- Governance: schedule weekly bid check-ins before submission and monthly contract reviews after award, with risks, actions, incidents, and performance measures tracked.
- Quality control: use supervisor checks, documented inspections, corrective actions, and buyer-ready reporting rather than relying on informal updates.
- Cleaning method: map each site to frequency, labour hours, consumables, periodic work, issue escalation, and hygiene audit records.

EDITABLE FIELDS FOR THE CLIENT

- Client evidence to insert: three recent cleaning contracts, dates, contract values, referees, and measurable outcomes.
- Client constraints to insert: staff availability, subcontractor names, insurance limits, licence numbers, plant and equipment, and local response times.
- Client differentiators to insert: buyer-specific proof, service commitments, reporting examples, supervisor model, and escalation commitments.

Compliance matrix starter

MANDATORY EVIDENCE REGISTER

- Two recent comparable contracts with referee contact details.
- Insurance certificates, WHS documents, licences, and relevant staff competency records.
- Sample mobilisation schedule, quality checklist, monthly report, and issue escalation path.
- Site inspection template, cleaning frequency compliance sheet, and consumables control process.

CLIENT TO COMPLETE BEFORE SUBMISSION

- Official schedules downloaded and named in the evidence register.
- All mandatory questions answered directly against the buyer wording.
- Every claim backed by an attachment, reference, licence, case study, report sample, or named process.
- Roster, cleaning frequency schedule, consumables assumptions, and quality inspection template checked.

SUBMISSION CONTROL

Before upload, the client should mark every official schedule as complete, reviewed, attached, not applicable, or blocked. No answer should be submitted from this sample until the official portal documents have been checked.

Pricing and risk worksheet

PRICING WORKSHEET

- Separate labour, supervision, subcontractors, materials, plant, travel, reporting, mobilisation, demobilisation, and contingency.
- List excluded assumptions clearly and check the official schedule before treating any item as a variation.
- Model a low, expected, and high workload scenario before deciding whether the margin is worth the bid effort.
- Check award rates, after-hours loading, periodic cleans, public holidays, consumables, sanitary services, and emergency call-outs.

NO-OUTCOME DISCLAIMER

This document is a bid-readiness aid only. It helps the client identify evidence, risks, response angles, and pricing checks. It is not legal, financial, or procurement advice, and it does not guarantee eligibility, compliance, evaluation score, shortlisting, negotiation, or contract award.

Protected delivery notes

PROTECTED DELIVERY

The paid output is designed as a protected PDF summary plus editable starter material. The protected PDF keeps the research paper controlled; the editable worksheet gives the operator a practical place to add their own evidence, pricing, referees, and final wording.

BUYER-FACING PROMISE

The response should make the buyer confident that cleaning delivery will be controlled, evidenced, and escalated before small service failures become contract problems.

CAVEAT

This pack is original analysis from public tender metadata, official source references, and tender-specific Perplexity research where enabled. It does not republish protected RFT schedules, pricing files, or tender documents. The official portal always controls final bid requirements.