

BIRCHWOOD TOWN COUNCIL - PROCUREMENT INFORMATION 2025/2026

To comply with the requirements of the Local Authority Transparency Code 2015 - Local authorities must separately publish details of any contract and other legally enforceable agreements with a value that exceeds £5,000.

Ref No	Title of agreement	Local Authority department responsible	Description of goods/services	Supplier Name/Details	Sum to be paid over length of contract, or estimated annual spending, or budget	Non-recoverable VAT	Start date	End date	Review date	Invited to quote (ITQ), or tender (ITT)	Supplier Type
Schedule No. 95764593	Select for Local Councils	Birchwood Town Council	Comprehensive Insurance Cover (Total Cost of 2 year extension)	Zurich Municipal, Fareham, Hampshire	£11,992.92 (inc. £1,178.88 IPT)	0	01.04.2025	31.03.2027	Jan/Feb 2027	ITQ	Large
N/A	Office cleaning	Birchwood Town Council	Office cleaning service x per week	PREMiClean, Warrington, Cheshire	£7,000.00 (inc. VAT) estimated	0	04.01.2022	N/A	annually	ITQ	Small
N/A	IT Support	Birchwood Town Council	Ongoing IT support inc. labdesk 365 Cloud Backup Microsoft 365 Business Premium, Microsoft 365 Exchange Plan Online Plan 1, labdesk 365 accelerator, Microsoft Account onboarding	labdesk Ltd, Birchwood Park, Warrington, WA3 6FW	£5,000 (inc. VAT) per year estimated depending on the amount of support and additional processes required throughout the year	0	30.04.2024	N/A Specialist bespoke services	30.04.2029	ITQ	Small
BGL572110 (Gas) and BGL572103 (Electricity)	Gas and electricity supply	Birchwood Town Council	Gas supply to Pakers Farm and electricity supply to Parkers Farm and the Multi-use Games Area at Locking Stumps school	British Gas Lite Millstream, Maidenhead Road, Windsor, Berkshire, SL4 5GD	Estimated costs over length of contract: Gas £3,750 and Electricity £6,300. Total £8,800	0	Gas 02.10.2024 Electricity01 .10.2024	Gas 12.10.2074 Electricity30 .09.2027	June /July 2027	Costs obtained via brokers	Large
Registration No. 4026289	Combined Health and Safety and HR/Employment Law Support Services	Birchwood Town Council	Health and Safety and Employment Law Services	Worknest Limited Woodhouse, Aldford, Chester, Cheshire, CH3 6JD	Initial contract was 5 years at £4,560 per year (inc. VAT). Additional 'pay as you go' payments have added to this amount. The 25/26 PAYG payment is estimated to be around an additional £6,000	0	12.11.2024	12.11.2029 (with a break clause at 3 years)	Sep-29	ITQ	Large