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Tender

## **Emergency Planning and Business Continuity Support Services**

Epsom and Ewell Borough Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-007807

Procurement identifier (OCID): ocds-h6vhtk-04e944 ([view related notices](#))

Published 4 March 2025, 11:41am

### **Scope**

### **Description**

Epsom & Ewell Borough Council (the Council) invites quotes for the provision of Emergency Planning and Response Capabilities as a Category 1 responder. In addition, the Council seeks a similar level of support for its business continuity capabilities across all departments.

The Commencement Date for the delivery of the works is scheduled to be on 01st May 2025. The Contract will be awarded for a period of 2 years until 30th April 2027 with an option to extend by further 1 year until 30th April 2028.

### **Total value (estimated)**

- £120,000 including VAT

Below the relevant threshold

## **Contract dates (estimated)**

- 1 May 2025 to 30 April 2027
- Possible extension to 30 April 2028
- 3 years

Description of possible extension:

Option to extend by further 1 year until 30th April 2028.

## **Main procurement category**

Services

## **CPV classifications**

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

## **Contract locations**

- UKJ26 - East Surrey

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## **Participation**

## **This procurement is reserved for**

- UK suppliers
- Small and medium-sized enterprises (SMEs) and voluntary, community and social enterprises (VCSEs)

## **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

21 March 2025, 12:00pm

### **Tender submission deadline**

10 April 2025, 12:00pm

### **Submission address and any special instructions**

<https://in-tendhost.co.uk/epsom-ewell.aspx/Home>

All submissions must be submitted electronically via link provided above.

## **Tenders may be submitted electronically**

Yes

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## **Award criteria**

Price: 40%

Quality: 60%

Rational for split: Quality is essential as emergency planning and business continuity are statutory responsibilities and high risk.

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## **Procedure**

### **Procedure type**

Below threshold - open competition

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## **Contracting authority**

### **Epsom and Ewell Borough Council**

- Public Procurement Organisation Number: PYXN-1576-NDDT

The Parade, Town Hall

Epsom

KT18 5BY

United Kingdom

Email: [procurement@epsom-ewell.gov.uk](mailto:procurement@epsom-ewell.gov.uk)

Region: UKJ26 - East Surrey

Organisation type: Public authority - sub-central government