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Award

LIFT (Low Income Financial Tracker)Project

West Suffolk Council

UK5: Transparency notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2026/S 000-008033

Procurement identifier (OCID): ocds-h6vhtk-061201 ([view related notices](#))

Published 29 January 2026, 1:04pm

Scope

Description

This contract is to commission Citizens Advice West Suffolk to work with us by creating a part-time LiFT Caseworker role that will support the project to ensure that residents requiring additional guidance to complete forms for attendance allowance (or for other future related campaigns) receive a complete service from the project.

Contract 1

Supplier

- SUFFOLK WEST CITIZENS ADVICE BUREAU

Contract value

- £40,000 excluding VAT
- £48,000 including VAT

Below the relevant threshold

Earliest date the contract will be signed

1 April 2026

Contract dates (estimated)

- 1 April 2026 to 1 March 2028
- 1 year, 11 months, 1 day

Main procurement category

Services

CPV classifications

- 85312310 - Guidance services

Procedure

Procedure type

Below threshold - without competition

Supplier

SUFFOLK WEST CITIZENS ADVICE BUREAU

- Companies House: 07645392
- Charity Commission (England and Wales): 1144118

90 The Risbygate Centre

Bury St Edmunds

IP33 3AA

United Kingdom

Email: carol.eagles@swcab.org.uk

Website: <https://suffolkwestcab.org.uk/>

Region: UKH14 - Suffolk

Small or medium-sized enterprise (SME): No

Voluntary, community or social enterprise (VCSE): Yes

Contract 1

Contracting authority

West Suffolk Council

- Public Procurement Organisation Number: PRVM-1828-ZPTJ

West Suffolk House, Western Way

Bury St Edmunds

IP33 3YU

United Kingdom

Email: procurement@westsuffolk.gov.uk

Region: UKH14 - Suffolk

Organisation type: Public authority - sub-central government