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Tender

## **Archives - Change Management & Service Delivery Plan**

Cheshire West and Chester Council

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

Notice identifier: 2025/S 000-008656

Procurement identifier (OCID): ocds-h6vhtk-04eb58

Published 11 March 2025, 10:07am

### **Scope**

### **Description**

The Council wishes to appoint a specialist who will work with the Archives team and Project Board to ensure the Archives service can make the most of the opportunities afforded by this project to deliver services effectively, innovatively and sustainably across two new centres, while continuing to ensure it delivers its core, statutory functions for the 4 local authorities which fund it.

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

- £30,000 including VAT

Below the relevant threshold

## **Contract dates (estimated)**

- 20 April 2025 to 31 December 2025
- 8 months, 11 days

## **Main procurement category**

Services

## **CPV classifications**

- 92000000 - Recreational, cultural and sporting services

## **Contract locations**

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)

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## **Participation**

### **Particular suitability**

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

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## **Submission**

### **Enquiry deadline**

28 March 2025, 10:00am

### **Tender submission deadline**

1 April 2025, 10:00am

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

[www.the-chest.org.uk](http://www.the-chest.org.uk)

## **Tenders may be submitted electronically**

Yes

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## **Award criteria**

60% Quality

40% Price

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## **Procedure**

### **Procedure type**

Below threshold - open competition

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## **Documents**

### **Associated tender documents**

<http://www.the-chest.org.uk>

## Technical specifications to be met

<http://www.the-chest.org.uk>

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## Contracting authority

### Cheshire West and Chester Council

- Public Procurement Organisation Number: PCJB-2814-BHZP

The Portal, Wellington Road

Ellesmere Port

CH65 0BA

United Kingdom

Email: [centralprocurement@cheshirewestandchester.gov.uk](mailto:centralprocurement@cheshirewestandchester.gov.uk)

Region: UKD63 - Cheshire West and Chester

Organisation type: Public authority - sub-central government