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Tender

## NEPO507 - Travel Management Services

The Association of North East Councils Limited

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

Notice identifier: 2026/S 000-010910

Procurement identifier (OCID): ocds-h6vhtk-056581 ([view related notices](#))

Published 6 February 2026, 12:26pm

## Scope

## Reference

NEPO507

## Description

The Association of North East Councils Trading as the North East Procurement Organisation (NEPO) is seeking to establish a sole -supplier, single-lot Framework for Travel Management Services for use by Contracting Authorities throughout the United Kingdom.

NEPO intends to publish an Invitation to Tender via the Open eTendering system. Suppliers wishing to be considered for this Framework must register their expression of interest and submit a tender through the NEPO eTendering system. If not already registered, candidates should register on the Open eTender system at:

<https://open-uk.org/>

Tenders must be submitted using the link above. Tenders submitted via post or email methods will not be accepted.

Guidance for how to create an account, search for opportunities and respond is included within the Supplier's hub.

If you require further support please email [open.support@nepo.org](mailto:open.support@nepo.org)

PLEASE NOTE: Open is accessible 24/7 however, technical support is available Monday to Thursday 08:30 - 17:00 and Friday 08:30 - 16:30

## **Commercial tool**

Establishes a framework

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

- £2,000,000,000 excluding VAT
- £2,400,000,000 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 1 August 2026 to 31 July 2030
- Possible extension to 31 July 2032
- 6 years

Description of possible extension:

2 x 12 month extensions are available. Extensions will subject to an options appraisal and review 12 months prior to the end date of the Framework, inclusive of any extensions taken. NEPO reserves the right to take up or disregard any available extension at its discretion.

## **Main procurement category**

Services

## **CPV classifications**

- 55110000 - Hotel accommodation services
- 55120000 - Hotel meeting and conference services
- 55130000 - Other hotel services
- 63515000 - Travel services
- 63516000 - Travel management services
- 79997000 - Business travel services
- 85323000 - Community health services

## **Contract locations**

- UK - United Kingdom

## **Justification for not using lots**

NEPO considered the use of lots as part of its options appraisal but concluded that this was not appropriate. Travel Management Services require an integrated, end-to-end solution, including booking, account management, reporting and traveller support. Disaggregation of services would increase contractual and operational complexity, dilute accountability and introduce service and continuity risks. A single-lot framework enables efficient contract management, consistent service delivery and value for money.

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## **Framework**

## **Maximum number of suppliers**

1

## **Maximum percentage fee charged to suppliers**

1%

## **Further information about fees**

NEPO operates a contract rebate arrangement whereby Suppliers are asked to repay NEPO a set percentage of each invoice in respect of orders placed by NEPO or any Contracting Authority accessing the Framework. The maximum rebate taken by NEPO against the value of awarded contracts will not exceed 1.0%.

## **Justification for framework term over 4 years**

In accordance with Section 47(2) of the Procurement Act, NEPO considers that the nature of the services to be delivered under this Framework may require a longer duration than 48 months. The introduction of Emergency Accommodation services, in response to escalating pressures on Councils statutory obligations and duty of care for vulnerable individuals, requires greater collaboration and strategic partnership to develop an effective, value focused provision with the appointed supplier.

## **Framework operation description**

The successful supplier will enter into a framework agreement (NEPO507 - Travel Management Services) with NEPO. The Framework will be accessible to NEPO Member Authorities and Associate Members through call-off contracts entered into in accordance with the framework agreement. NEPO will establish the overarching contractual terms and conditions governing use of the Framework.

Pricing will be determined through the tender process and evaluated in accordance with the published award criteria and associated weightings set out in the Invitation to Tender.

The pricing schedule is structured by service category and booking channel, with separate pricing for online and offline transactions to reflect differing service requirements.

Pricing submitted by the successful supplier will be fixed for the duration of the framework term. Tendered rates will apply nationally to all Framework users, ensuring consistency, transparency, and cost certainty across Contracting Authorities.

The Framework is a sole - supplier arrangement and will be accessed exclusively via Direct Award. Call-off contracts may be awarded at any point during the Framework term, with Contracting Authorities accessing the services on the pre-agreed terms, conditions, and pricing established through the Tender process.

## **Award method when using the framework**

Without competition

## **Contracting authorities that may use the framework**

The Framework will be open and accessible to all NEPO Member Authorities and Associate Members.

A full list of NEPO Member Authorities can be found - <https://www.nepo.org/about>

A full list of Associate Members can be found - <https://www.nepo.org/associate-membership>

NEPO intends to make the resulting agreement available for use by all Contracting Authorities throughout all administrative regions of the UK including but not limited to Government Departments and their Agencies, Non-Departmental Public Bodies, Central Government, NHS Bodies, Local Authorities, Emergency Services, Coastguard Emergency Services, Educational Establishments, Registered Social Landlords and Registered Charities.

A list of permissible users available at:

<http://www.nepo.org/associate-membership/permissible-users.>

## **Submission**

### **Tender submission deadline**

13 March 2026, 12:00pm

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

NEPO intends to publish an Invitation to Tender via the Open eTendering system. Suppliers wishing to be considered for this Framework must register their expression of interest and submit a tender through the Open eTendering system at <https://open-uk.org/>

Tenders must be submitted via the link above. Submissions via email or post will not be accepted.

Guidance for how to create an account, search for opportunities and respond is included within the Suppliers Hub. If you require further support please email [open.support@nepo.org](mailto:open.support@nepo.org)

### **Tenders may be submitted electronically**

Yes

### **Languages that may be used for submission**

English

### **Award decision date (estimated)**

9 May 2026

## Recurring procurement

Publication date of next tender notice (estimated): 1 May 2029

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## Award criteria

| Name    | Type    | Weighting |
|---------|---------|-----------|
| Quality | Quality | 64%       |
| Price   | Price   | 30%       |
| ESG     | Quality | 6%        |

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## Other information

### Conflicts assessment prepared/revised

Yes

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## Procedure

### Procedure type

Open procedure

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## Contracting authority

## **The Association of North East Councils Limited**

- Companies House: 05014821
- Public Procurement Organisation Number: PYVX-2132-JNMM

Abbot's Hill

Gateshead

NE8 3DF

United Kingdom

Email: [professional.services@nepo.org](mailto:professional.services@nepo.org)

Website: <http://www.nepo.org>

Region: UKC22 - Tyneside

Organisation type: Public authority - sub-central government