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Tender

Leisure Management System

East Riding of Yorkshire Council

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

Notice identifier: 2026/S 000-010978

Procurement identifier (OCID): ocds-h6vhtk-064a29

Published 6 February 2026, 2:00pm

Scope

Reference

2457-26

Description

Supply, implementation and maintenance of a full leisure centre management solution.

Total value (estimated)

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

Above the relevant threshold

Contract dates (estimated)

- 1 September 2026 to 31 March 2031
- Possible extension to 31 March 2037
- 10 years, 7 months

Description of possible extension:

Following implementation of the sytem there will be a four year initial contract term followed by three optional two year extension periods

Main procurement category

Goods

CPV classifications

- 48000000 - Software package and information systems
- 37400000 - Sports goods and equipment

Submission

Enquiry deadline

6 March 2026, 11:00pm

Submission type

Tenders

Tender submission deadline

24 March 2026, 12:00pm

Submission address and any special instructions

https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=102245&TID100107466&B=

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

3 August 2026

Award criteria

Name	Type
Price	Cost
Non-Price	Quality

Weighting description

Please refer to ITT documentation for evaluation criteria details. In summary, both price and non-price criteria will be used to evaluate tenders. Non-price is comprised of pass/fail criteria, specification evaluation, method statement evaluation and a solution demonstration.

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Competitive flexible procedure description

THE PROCUREMENT PROCESS - Competitive Flexible Procedure This Procurement is being conducted under the Competitive Flexible Procedure, in accordance with the Procurement Act 2023 (PA23). This Procurement will be conducted in stages and there is no restriction on who can submit a Tender response. All tenderers who have accessed this Invitation to Tender (ITT) from the YORtender portal and expressed their interest will be eligible to tender. All the information required for this Procurement has been made available to Suppliers with the ITT. Tenders must be submitted in accordance with the timetable and instructions set out in this document, together with any additional information provided. The process to be undertaken is summarised below. Further additional information is provided throughout the documentation: • Publish tender notice and tender documentation A tender documentation pack and associated Find a Tender

Service (FTS) notices will be issued via the Council's e-procurement tendering system, YORtender. Suppliers will be invited to submit initial tenders based upon the information provided within the tender pack. During this time suppliers will be permitted to ask clarification questions via the YORtender messaging facility. Answers will be provided and supplied to all suppliers where it is appropriate to do so.

- Receive initial tenders Initial tenders will be uploaded onto the YORtender e-procurement portal by the required deadline date/time.
- Conditions of Participation Stage - assess tenders against PA23 Procurement Specific Questionnaire and additional Pre-Selection Pass/Fail criteria. Suppliers' responses will be evaluated against published criteria and will be shortlisted accordingly.
- Review tenders of shortlisted suppliers Submitted price schedules and method statements will be reviewed and evaluated by the Council project team to understand the products and services proposed by the suppliers. Where suppliers fail to reach a minimum quality threshold they will be eliminated from the process.
- Period of clarification and dialogue with selected suppliers This phase of the procurement process will allow the Council and suppliers to clarify elements of the response and hold dialogue, where necessary to fully understand any aspect of the proposal of the supplier. This phase will allow the Council opportunity to modify its process going forward. Such modifications may include but not be limited to changes to specification and award criteria/weightings. It is anticipated that dialogue may be supplier specific and therefore it may not be necessary for dialogue to be held with all suppliers during this phase.
- Review specification and assessment criteria Following any dialogue, the Council will review its specification and evaluation criteria and make amendments where it is deemed necessary to ensure any solution is fit for purpose and meets the aims and objectives of the Council.
- Re-publish documentation and invite Best and Final Offers (BAFO) Updated documentation will be published to short listed suppliers who will be invited to submit their Best and Final Offer.
- Evaluate BAFO's Final tenders will be evaluated in accordance with the criteria published within the tender documentation with a view to identifying the highest scoring and therefore preferred supplier.
- Due Diligence period with preferred supplier Following the evaluation, the Preferred Supplier will be identified - this will be the Supplier with the highest Total Score. The Preferred Supplier will be contacted for due diligence processes to be undertaken, which may include provision of documentation and or other supporting evidence to demonstrate compliance with / ability to meet the requirements set out within this Invitation to Tender. If the Preferred Supplier fails to evidence ability to meet all mandatory requirements detailed within the specification, this will constitute a Fail, and their tender will be excluded. The Supplier with the next highest Total Score will be considered the Preferred Supplier and subject to the Preferred Supplier Stage. The Preferred Supplier Process shall be repeated until a Preferred Supplier evidences that their solution meets the mandatory criteria.
- Contract Award Suppliers will be notified of the outcome of the tender process by a letter sent digitally via the YORtender system, and the relevant FTS notices will be published as required. This will commence a stand still period of eight working days and a period of due diligence with the preferred supplier.
- Confirm Contract Award The Council will confirm the contract award by notifying suppliers by a letter sent digitally via the YORtender system and the publication of an FTS contract details notice. General The intent of this

procurement process is to invite tenders based on a published specification, whilst having a period of clarification and dialogue with suppliers which will enable the correction of any errors, misunderstandings and misinterpretations and understand any options available to the Council. This stage in the tender process will also allow the Council to firm up any elements of the specification based on suppliers' initial responses and the requirement of the Council and internal resources available within it. Dialogue will commence when the Council invites suppliers that have successfully passed the selection stage to attend one or more dialogue and/or negotiation meetings. Please note that if the Council identifies that no additional benefit can be achieved through dialogue, then the Council reserves the right to proceed straight to the best and final offer stage. The Council will formally notify Bidders of any such decision. Furthermore, the Council reserves the right to only hold dialogue with suppliers where it deems it will be beneficial to do so.

Contracting authority

East Riding of Yorkshire Council

- Public Procurement Organisation Number: PZQH-9124-TMLN

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Region: UKE12 - East Riding of Yorkshire

Organisation type: Public authority - sub-central government