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Tender

Bulky Waste Collection and Disposal

Lowestoft Town Council

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

Notice identifier: 2025/S 000-011791

Procurement identifier (OCID): ocds-h6vhtk-04fa1b ([view related notices](#))

Published 28 March 2025, 2:17pm

Scope

Description

1.Summary LTC is offering a contract for one year with possible extension for:

- Collection of bulky waste items such as sofas, fridges, outdoor play equipment from households who cannot access or finance the paid for collection service provided by the refuse authority with the intention to improve the street scene and restore pride in the town.

Any work undertaken for LTC must respect the context of our declaration of a Climate and Ecological Emergency and our desire to be environmentally positive including recycling and reusing materials where possible.

2.Specification Any quotations should cover the following services:

- A telephone booking system for residents to request a collection.
- Whilst not exclusively, the scheme is being offered to help those who may not be able to afford the fees usually chargeable to the collection and disposal of bulky waste items. The contractor will need to monitor any abuses of the system and provide an indication of how they would assist in the service being delivered to those most in need.

- Monitoring of the number calls and booking requests into a totally weekly maximum number of collections (to be specified by the employer).
- Receiving a detailed instruction of the item(s) to be collected and that corresponding paperwork ensures that only the pre-arranged items are collected.
- How relevant general data protection regulations requirements will be adhered to
- Collecting, recycling or disposing of collected items. All charges by waste disposal authorities such as Suffolk County Council's Recycling Centre at Hadenham Road must be met by the contractor.
- Certification of waste being collected and disposed of.
- Display of the LTC logo when acting on behalf of the council.

3.Period A contract commencing 1 April 2025.

4.Restrictions The Council has a set budget for this contract. Contractors should provide their costs per item collected. The contract value will not exceed £27,000 per annum.

5.Conditions Any conditions should be stated including any relating to:

- Any insurance requirements on LTC
- Any requirements for LTC to provide additional data

6.LTC variations and termination Please state how would you deal with requests for variations e.g. changes such as increases/decreases in the number of collections. Include any known costs and notice periods.

7.Contract variations and termination Please state how would you deal with any changes in your service. Include any known costs and notice periods.

8.Compliance Please specify:

- Waste Carrier Registration number
- All relevant insurances, risk assessments and method statements
- Relevant qualifications and memberships of professional organisations.
- Any British Standards to which you work.

- Any environmental and sustainability credentials

Total value (estimated)

- £27,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 June 2025 to 31 May 2026
- 1 year

Main procurement category

Services

CPV classifications

- 90500000 - Refuse and waste related services

Contract locations

- UKH - East of England

Participation

This procurement is reserved for

UK suppliers

Submission

Tender submission deadline

14 April 2025, 11:59pm

Submission address and any special instructions

Tenders should be submitted to admin@lowestofttowncouncil.gov.uk

Tenders may be submitted electronically

No

Award criteria

Award criteria will be based on fulfilling all requirements within the service specification

Procedure

Procedure type

Below threshold - open competition

Contracting authority

Lowestoft Town Council

- Public Procurement Organisation Number: PLRB-8148-CZHY

First Floor, Hamilton House, Battery Green Road

Lowestoft

NR32 1DE

United Kingdom

Email: admin@lowestofttowncouncil.gov.uk

Region: UKH14 - Suffolk

Organisation type: Public authority - sub-central government