

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/014638-2025>

Tender

Development of a Regional Parent Champion Network

Carmarthenshire County Council

Pembrokeshire County Council

Ceredigion County Council

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

Notice identifier: 2025/S 000-014638

Procurement identifier (OCID): ocds-h6vhtk-050190

Published 11 April 2025, 1:52pm

Scope

Description

Carmarthenshire County Council in partnership with both Pembrokeshire and Ceredigion Local Authorities and Hywel Dda University Health board are seeking an experienced organisation to develop a Regional Parent Champion Network.

Total value (estimated)

- £50,000 excluding VAT
- £60,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 12 May 2025 to 31 March 2026
- 10 months, 20 days

Main procurement category

Services

CPV classifications

- 73000000 - Research and development services and related consultancy services

Contract locations

- UKL14 - South West Wales

Participation

Conditions of participation

As per Tender documentation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

25 April 2025, 12:00am

Tender submission deadline

2 May 2025, 12:00am

Submission address and any special instructions

To assist you in locating these opportunities on the BRAVO E Procurement System the project code is: project_55517

As this is an Open procedure, Tenderers must ensure that all ITT questions are fully responded to. The following ITT Project codes may further assist you in locating the opportunities:

ITT Code: 116763_

Please also ensure you check the Attachments area for any documents/ information which may assist you with your submission or you are required to upload as part of your submission as per information contained within the tender pack.

Suppliers Instructions How to express interest in this Tender:

1. Register your company on the etenderwales portal (this is only required once)

- Browse to the eSourcing Portal: www.etenderwales.bravosolution.co.uk
- Click the "Suppliers register here" link
- Enter your correct business and user details
- Note the username you chose and click "Save" when complete
- You will shortly receive an email with your unique password (please keep this secure)
- Agree to the terms and conditions and click "continue"

2. Express an Interest in the Project

- Login to the portal with the username/password
- Click the "ITTs Open to All Suppliers" link. (These are Invitation to Tender Documents open to any registered supplier)
- Click on the relevant ITT to access the content.
- Click the "Express Interest" button at the top of the screen
- This will move the ITT into your "My ITTs" page. (This is a secure area reserved for your projects only)
- Click on the ITT code, you can now access any attachments by clicking the "Buyer Attachments" on the left hand side of the screen

3. Responding to the tender

- At the top of the screen you can choose to Create Response or Decline to Respond (please give a reason if declining)
- You can now use the Messages function on to communicate with the buyer and seek any clarification
- Note the deadline for completion, then follow the onscreen instructions to complete the ITT
- There may be a mixture of online & offline actions for you to perform (there is detailed online help available)

If you require any further assistance use the online help, or the BravoSolution help desk is available Mon - Fri (8am - 6pm) on:

- email: help@bravosolution.co.uk

- Phone: 0800 368 4850/ Fax: 020 7080 0480

Tenders or Requests to Participate must be sent to:

Official name:

www.etenderwales.bravosolution.co.uk

Postal Address:

Carmarthenshire County Council will be conducting this procurement exercise through the Value Wales e-Tendering portal. This can be found at www.etenderwales.bravosolution.co.uk, all information may be downloaded and returned through this channel.

Tenders may be submitted electronically

Yes

Award criteria

Name	Description	Type	Weighting
Quality Evaluation	70% Quality	Quality	70.00%
Total Contract Value	30% Price	Price	30.00%

Procedure

Procedure type

Below threshold - open competition

Contracting authorities

Carmarthenshire County Council

- Public Procurement Organisation Number: PTVL-7854-TMRZ

County Hall

Carmarthen

SA31 1AD

United Kingdom

Contact name: Caryl Alban

Email: CAAlban@carmarthenshire.gov.uk

Website: <https://www.carmarthenshire.gov.uk>

Region: UKL14 - South West Wales

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Wales

Pembrokeshire County Council

- Public Procurement Organisation Number: PYMR-6838-HZQY

Pembrokeshire County Council, County Hall,

Haverfordwest,

SA61 1TP

United Kingdom

Contact name: Sharon Buckle

Email: procurement@pembrokeshire.gov.uk

Region: UKL14 - South West Wales

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Wales

Ceredigion County Council

- Public Procurement Organisation Number: PRYH-5713-PHLR

Neuadd Cyngor Ceredigion, Penmorfa, Aberaeron,

Ceredigion,

SA46 0PA

United Kingdom

Contact name: Jeanette Jones

Email: jeanette.jones2@ceredigion.gov.uk

Region: UKL14 - South West Wales

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Wales

Contact organisation

Contact [Carmarthenshire County Council](#) for any enquiries.