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Tender

IT Support and Management

St James's Catholic Primary School, Twickenham

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

Notice identifier: 2025/S 000-014695

Procurement identifier (OCID): ocds-h6vhtk-0501b9

Published 11 April 2025, 2:57pm

Scope

Description

Provision of IT support and management at St James's Catholic Primary School, 260 Stanley Road, Twickenham, TW2 5NP in order to ensure the smooth and efficient operation of the school's IT systems, infrastructure, and services. The successful bidder will be responsible for managing the school's IT infrastructure, providing on-site and remote support, and collaborating with the school to implement long-term improvements in line with the School Development Plan. This is a co-educational school for children aged between 3 and 11 years. The school accommodates three forms of entry with some 667 pupils on roll.

Total value (estimated)

- £62,500 excluding VAT
- £75,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 June 2025 to 31 May 2028
- 3 years

Main procurement category

Services

CPV classifications

- 72315000 - Data network management and support services
- 72611000 - Technical computer support 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

This procurement is reserved for

UK suppliers

Conditions of participation

Expressions of Interest should be sent to Miss C Mackin, School Business Manager at : collette.mackin@st-james.richmond.sch.uk or telephone 020 8744 8860, who will issue the Tender Documentation. (NB Weekly Hours: Monday - Thursday)

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

30 April 2025, 11:59pm

Tender submission deadline

2 May 2025, 11:59pm

Submission address and any special instructions

via email to: collette.mackin@st-james.richmond.sch.uk

Tenders may be submitted electronically

No

Award criteria

Tenders will be evaluated according to the criteria contained within the tender documentation

Procedure

Procedure type

Below threshold - open competition

Special regime

Light touch

Contracting authority

St James's Catholic Primary School, Twickenham

- Public Procurement Organisation Number: PWBT-8641-MTMZ

260 Stanely Road

Twickenham

TW2 5NP

United Kingdom

Email: info@st-james.richmond.sch.uk

Region: UKI75 - Hounslow and Richmond upon Thames

Organisation type: Public authority - sub-central government