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Tender

## **Distribution of Food Waste Containers, Caddy Liners and Information Leaflets for South Norfolk District Council**

South Norfolk Council

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

Notice identifier: 2025/S 000-017044

Procurement identifier (OCID): ocds-h6vhtk-0507a1 ([view related notices](#))

Published 25 April 2025, 1:50pm

### **Changes to notice**

This notice has been edited. The [previous version](#) is still available.

Enquiry Deadline & Tender submission deadline times amended from 18:00 to 17:00

### **Scope**

### **Reference**

2629-TEN-O

## **Description**

South Norfolk District Council are looking to appoint a specialist distributor to deliver packages containing a 23 litre food waste container, a 7 litre food waste caddy, a roll of caddy liners and an information leaflet to c.66000 households throughout South Norfolk.

## **Total value (estimated)**

- £100,000 excluding VAT
- £120,000 including VAT

Below the relevant threshold

## **Contract dates (estimated)**

- 20 April 2026 to 26 September 2026
- 5 months, 7 days

## **Main procurement category**

Services

## **CPV classifications**

- 60000000 - Transport services (excl. Waste transport)

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## **Submission**

## **Enquiry deadline**

16 May 2025, 5:00pm

## **Tender submission deadline**

28 May 2025, 5:00pm

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

Tenders must be submitted through in-tend: address is <https://in-tendhost.co.uk/eastsuffolk.aspx/Home>

## **Tenders may be submitted electronically**

Yes

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## **Procedure**

### **Procedure type**

Below threshold - open competition

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## **Documents**

### **Associated tender documents**

<https://in-tendhost.co.uk/eastsuffolk.aspx/Home>

Invitation to Tender Part A

Invitation to Tender Part B

Appendix 1 - South Norfolk District Council Services Agreement

Appendix 2 - South Norfolk District Council Terms & Conditions

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## **Contracting authority**

### **South Norfolk Council**

- Public Procurement Organisation Number: PBCV-2189-QCZG

The Horizon Centre, Peachman Way, Broadland Business Park

Norwich

NR7 0WF

United Kingdom

Contact name: Richard Hill

Email: [procurement@eastsuffolk.gov.uk](mailto:procurement@eastsuffolk.gov.uk)

Website: <http://www.southnorfolkandbroadland.gov.uk>

Region: UKH15 - Norwich and East Norfolk

Organisation type: Public authority - sub-central government

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## Other organisation

These organisations are carrying out the procurement, or part of it, on behalf of the contracting authorities.

### East Suffolk Council

Summary of their role in this procurement: Procurement Lead

- Public Procurement Organisation Number: PLPP-1174-BHLX

Riverside, 4 Canning Road

Lowestoft

NR33 0EQ

United Kingdom

Contact name: Richard Hill

Email: [procurement@eastsuffolk.gov.uk](mailto:procurement@eastsuffolk.gov.uk)

Website: <http://www.eastsuffolk.gov.uk>

Region: UKH14 - Suffolk

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## Contact organisation

Contact East Suffolk Council for any enquiries.