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Contract

## **FIN25094 Council Tax Processing**

Torbay Council

UK7: Contract details notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-030912

Procurement identifier (OCID): ocds-h6vhtk-054537

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### **Scope**

### **Reference**

FIN25094

### **Description**

Additional trained staff required to work on Civica Open Revenue to reduce backlog of Council Tax work

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### **Contract 1. Council Tax Processing**

## Supplier

- [Civica UK Ltd](#)

## Contract value

- £28,482 excluding VAT
- £33,466 including VAT

Below the relevant threshold

## Date signed

20 May 2025

## Contract dates

- 27 May 2025 to 26 August 2025
- Possible extension to 24 November 2025
- 5 months, 29 days

Description of possible extension:

Maximum of 3 months extension, in multiples of 1, 2 or 3 months, where the work the buyer requires the supplier to undertake cannot be completed within the initial term.

## Main procurement category

Services

## CPV classifications

- 72310000 - Data-processing services

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## Procedure

### Procedure type

Below threshold - limited competition

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## Supplier

### Civica UK Ltd

- Public Procurement Organisation Number: PCMJ-9641-QWWM

South Bank 30 Stamford Street

London

SE1 9LQ

United Kingdom

Contact name: Claire McCafferty

Email: [claire.mccafferty@civica.com](mailto:claire.mccafferty@civica.com)

Region: UKI44 - Lewisham and Southwark

Small or medium-sized enterprise (SME): No

Voluntary, community or social enterprise (VCSE): No

Contract 1. Council Tax Processing

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## Contracting authority

### Torbay Council

- Public Procurement Organisation Number: PXLG-3144-TYMJ

Torbay Council Town Hall, Castle Circus

Torquay

TQ1 3DR

United Kingdom

Contact name: Miss Tracey Field

Telephone: +44 1803208391

Email: [tracey.field@torbay.gov.uk](mailto:tracey.field@torbay.gov.uk)

Region: UKK42 - Torbay

Organisation type: Public authority - sub-central government