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Tender

WBC Cost Savings Consultant

Woking Borough Council

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

Notice identifier: 2025/S 000-035651

Procurement identifier (OCID): ocds-h6vhtk-0554ca

Published 27 June 2025, 10:43am

Scope

Reference

CCR/2526/0207

Description

Woking Borough Council is seeking a Cost Savings Consultant to support with identifying cashable savings for the Council.

The Council is committed to delivering cashable savings over the next two financial years. A high-level target of £624,000 has been established for this work based on a 4% saving against the Council's 2024/25 budgeted spend of £15.6m on supplies/services and contract/agency work. All areas that fall within the budget, other than permanent staffing, are subject to review and assessment.

The projected split of savings is based on £234,000 in the 2025/26 financial year and £390,000 in the 2026/27 financial year.

It is anticipated that the appointment of external consultancy support will enable this work to be initiated with increased confidence, reach, and pace of delivery.

This is an invitation to quote.

Total value (estimated)

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

Below the relevant threshold

Contract dates (estimated)

- 1 September 2025 to 31 March 2027
- 1 year, 7 months

Main procurement category

Services

CPV classifications

- 79400000 - Business and management consultancy and related services

Contract locations

- UKJ25 - West Surrey

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

11 July 2025, 10:00am

Tender submission deadline

1 August 2025, 12:00pm

Submission address and any special instructions

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

Tenders may be submitted electronically

Yes

Award criteria

Name	Type	Weighting
Quality	Quality	80%
Price	Price	20%

Procedure

Procedure type

Below threshold - open competition

Documents

Associated tender documents

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

RFQ documents can be found free of charge on: <https://in-tendhost.co.uk/wokingboroughcouncil.aspx/Home>

Contracting authority

Woking Borough Council

- Public Procurement Organisation Number: PBRR-5896-HTCM

Civic Offices Gloucester Square,

Woking

GU21 6YL

United Kingdom

Email: laura.curme@woking.gov.uk

Region: UKJ25 - West Surrey

Organisation type: Public authority - sub-central government