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Planning

Courier Services

NHS Business Services Authority

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-037165

Procurement identifier (OCID): ocds-h6vhtk-05586a

Published 3 July 2025, 2:49pm

Scope

Reference

C373045

Description

The NHSBSA is a Special Health Authority and an Arm's Length Body of the Department of Health and Social Care. We provide a range of critical central services to NHS organisations (our 'clients'), NHS contractors, health bodies, patients and the public (our 'customers'). The NHSBSA requires a courier service primarily for overnight, next day collections and deliveries to/from a range of its UK sites and homeworking staff locations over the course of a four-year contract period. The categories of items to be collected and delivered include confidential documents, health and safety equipment, and IT equipment with approximately 1800 consignments per annum. Please note, these volumes and categories of items are not guaranteed and may be subject to change over any contract term. At this stage we are seeking high-level input to enable us to assess the market and to inform any future procurement strategy to ensure compliance with The Procurement Act 2023 and/or the Public Contracts Regulations 2015 as the case maybe. Interested parties must register an interest in this RFI via <https://health-family.force.com/s/Welcome>

(search opportunities using system reference C373045). Suppliers can register from 3rd July 2025 and the RFI documents will be made available on 3rd July 2025. The window for clarification questions will close on Thursday 10th July 2025 at 12:00 BST and written RFI responses are requested by no later than Thursday 17th July 2025 at 12:00 BST. The NHS Business Services Authority (NHSBSA) invites all interested economic operators to participate in an RFI. Your organisation's involvement with our RFI is an invaluable way of us ensuring that, with your input, we have the best support and guidance to inform any subsequent procurement. Please note that at this stage a route to market has not yet been determined. However, should the outcome of this RFI determine that the best value route to market is the Crown Commercial Services (CCS) Framework RM6171 Courier and Specialist Movements <https://www.crowncommercial.gov.uk/agreements/RM6171> then any subsequent invitation to tender and notices will be restricted to those appointed to the Framework and will be governed by the Procurement Regulations 2015. Additional Information: Suppliers should note that this RFI is a market research exercise only and it is not an invitation to tender, an invitation to offer an agreement or a guarantee there will be a future procurement exercise. If you do not wish to take part in this RFI exercise, it will not affect any current or future business with the NHSBSA. Participation in this RFI is limited to suppliers that meet the definition of "economic operator" under the Public Contracts Regulations 2015. "Economic operator" means any person, or public entity, or group of such persons and entities, including any temporary association of undertakings, that offers the execution of works or a work, the supply of products or the provision of services on the market. Where a participant does not meet this criteria they may be removed from the RFI process. Disclaimers: (1) No competitive advantage will be gained by the suppliers engaging with the NHSBSA at this early stage and NHSBSA will ensure equal treatment of all interested parties at all times. We will make the outputs of the day available to those Suppliers who are unable to attend. (2) NHSBSA does not bind itself, by conducting this Supplier Webinar exercise, to commence any procurement procedure or award any contract, and will not in any event be responsible for any costs incurred by invitees in attending and/or preparing for the presentation and individual supplier meeting referred to above. (3) Confidentiality of information which is clearly marked or identified as being confidential and which is reasonably viewed by NHSBSA as confidential will be observed, but NHSBSA does not accept any blanket claims of confidentiality.

Total value (estimated)

- £360,000 excluding VAT
- £432,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 6 November 2025 to 5 November 2029
- 4 years

Main procurement category

Services

CPV classifications

- 64120000 - Courier services
- 64100000 - Post and courier services
- 64121000 - Multi-modal courier services
- 64121200 - Parcel delivery services
- 64121100 - Mail delivery services
- 64110000 - Postal services
- 64113000 - Postal services related to parcels

Contract locations

- UK - United Kingdom

Engagement

Engagement deadline

17 July 2025

Engagement process description

The full scope of the engagement is set out within the Scope of this Notice.

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Publication date of tender notice (estimated)

2 September 2025

Contracting authority

NHS Business Services Authority

- Public Procurement Organisation Number: PRLZ-1599-JGTT

Stella House, Goldcrest Way, Newburn Riverside

Newcastle upon Tyne

NE15 8NY

United Kingdom

Contact name: Commercial Services

Email: commercialserviceteam@nhsbsa.nhs.uk

Website: <https://www.nhsbsa.nhs.uk/>

Region: UKC22 - Tyneside

Organisation type: Public authority - central government