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Tender

Garden Waste Stickers

Lichfield District Council

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

Notice identifier: 2025/S 000-041064

Procurement identifier (OCID): ocds-h6vhtk-05618b ([view related notices](#))

Published 17 July 2025, 4:03pm

Scope

Reference

LDC-490a

Description

The Joint Waste Service, covering both Lichfield District and Tamworth Borough Councils, manages garden waste collections for subscribing households. To identify participating properties, the Council issues garden waste stickers that must be displayed on the relevant bins.

The Councils requirements include:

- Production of the garden waste sticker
- Provision of envelopes for mailing
- Picking and packing of stickers
- Postage to customers

- Access to and maintenance of a customer cloud management portal, enabling real-time updates, tracking, and service management

Total value (estimated)

- £240,000 excluding VAT
- £288,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 October 2025 to 30 September 2028
- Possible extension to 30 September 2029
- 4 years

Description of possible extension:

12 month extension possible

Main procurement category

Services

CPV classifications

- 22000000 - Printed matter and related products
- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

Submission

Tender submission deadline

18 August 2025, 12:00pm

Submission address and any special instructions

Unrestricted, full, direct and free of charge access to the tender documents at www.lichfielddctenders.com

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

4 September 2025

Award criteria

Name	Type	Weighting
Cost	Cost	50%
Quality	Quality	50%

Other information

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Contracting authority

Lichfield District Council

- Public Procurement Organisation Number: PHZL-8511-JGVL

District Council House, Frog Lane

Lichfield

WS13 6YY

United Kingdom

Email: procurement@lichfielddc.gov.uk

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

Region: UKG24 - Staffordshire CC

Organisation type: Public authority - sub-central government