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Tender

LUF - Interpretation Totems - Design & Manufacture

Canterbury City Council

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

Notice identifier: 2025/S 000-046152

Procurement identifier (OCID): ocds-h6vhtk-058195

Published 5 August 2025, 2:13pm

Scope

Reference

DN785537

Description

Canterbury City Council wishes to select and appoint a suitable supplier for the provision of LUF - Interpretation Totems - Design & Manufacture and invites tenderers to submit a tender to meet the Council's requirements:

Description of Works

This tender is for a manufacturer to develop and manufacture nine interpretive totems that are to be placed in parks and public open spaces within Canterbury City Centre. The tenderer will be required to develop and manufacture the totems based on the existing designs produced by Simon Leach Design for Canterbury City Council. Please note, this tender is for the manufacture of the totems based on existing designs. New concept and interpretation designs are not required as part of this tender.

The specific requirements for the above are detailed in the Suite of documentation. It

should be noted that by submitting a tender, you confirm that you understand and can meet these requirements.

The Contract is anticipated to commence October 2025 and has to be completed by 31 March 2026, unless terminated early in accordance with the terms and conditions of the Contract.

Total value (estimated)

- £200,000 excluding VAT
- £240,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 October 2025 to 31 March 2026
- 6 months

Main procurement category

Works

CPV classifications

- 34928470 - Signage
- 45262640 - Environmental improvement works

Contract locations

- UKJ4 - Kent

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

1 September 2025, 12:00pm

Tender submission deadline

8 September 2025, 12:00pm

Submission address and any special instructions

Full details and requirements are included within the Invitation to Tender Documentation.

Important Notice:

Suppliers should in the first instance register themselves on the Kent Business Portal by following registration instructions. After registering suppliers are asked to express their interest in this opportunity, after which suppliers will be able to access and download all the required documents attached to this notice. Please ensure you download all documents and complete according to instructions contained.

Attachments:

Instructions to Suppliers: Expressions of interest will only be accepted via the Kent Business Portal (www.kentbusinessportal.org.uk).

Note that in order to successfully submit your interest you will first need to register for an account on the portal. After registration is complete and you've received your login details you should return to the advert for the opportunity and express your interest.

You will then receive an email giving you a link to the documentation provided and be able to access the tender documents. The tender documents are required to be completed and submitted electronically via the Kent Business Portal by no later than 12:00 on Monday 8 September 2025

Questions and Communication:

Please direct all questions and communication through the Kent Business Portal via the message facility (once registered).

Tenders may be submitted electronically

Yes

Award criteria

The Council will award the Contract on the basis of the most advantageous tender (MAT). It will be seeking to ensure the best financial performance and value for money from the Services whilst, at the same time, improving or maintaining the standard of the Services.

The overall assessment ratio is 60 % quality and 40% cost.

The weighted quality and cost scores will be added together, and this will identify the most advantageous tender

Procedure

Procedure type

Below threshold - open competition

Contracting authority

Canterbury City Council

- Public Procurement Organisation Number: PXJX-9843-DLGM

14 Rose Lane

Canterbury

CT12UR

United Kingdom

Email: procurement@canterbury.gov.uk

Website: <https://www.canterbury.gov.uk>

Region: UKJ44 - East Kent

Organisation type: Public authority - sub-central government