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Planning

## Notice and Permit Processing System

Southend-on-Sea City Council

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

Notice identifier: 2025/S 000-048264

Procurement identifier (OCID): ocds-h6vhtk-0586b4

Published 13 August 2025, 10:00am

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## Scope

### Description

Southend-on-Sea City Council is engaging the market ahead of its procurement exercise for a secure, cloud-hosted, browser-based Notice and Permit Processing System to manage the full lifecycle of Penalty Charge Notices (PCNs), permits & visitor vouchers (virtual and physical), parking suspensions, and dispensations.

The system must integrate with key agencies and platforms, support statutory compliance, improve customer access, and enable real-time enforcement operations.

### Overview of Requirement

Cloud-hosted, browser-based platform for managing PCNs, permits & visitor vouchers (virtual and physical), suspensions, dispensations, and vehicle removals.

Supports full lifecycle management of parking, bus lane, moving traffic and removal of vehicles.

Integrates with DVLA, TEC, TPT, payment systems, and parking hardware.

Provides self-service portals for evidence, challenges, applications, and payments.

Delivers automated workflows for PCN progression, appeals, and evidence packs for PCNs.

Offers reporting dashboards for KPIs and operational analytics for all modules.

Migrates historical data with full audit controls for PCNs and permits.

Ensures compliance with existing legislation and future changes or needs.

Supplies handheld devices with Bluetooth printers deployed for enforcement.

Includes dedicated mobilisation support, training and fault management.

### **Contract dates (estimated)**

- 17 October 2025 to 16 October 2028
- Possible extension to 16 October 2029
- 4 years

### **Main procurement category**

Services

### **CPV classifications**

- 63712400 - Parking services

### **Contract locations**

- UK - United Kingdom

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## **Engagement**

### **Engagement deadline**

19 August 2025

### **Engagement process description**

The meeting will be held on Teams on the 19 August 2025 11:00 - 12:00

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This will be the provision of a Notice and Permit Processing System to manage PCNs, parking permits, visitor vouchers, suspensions, dispensations, and vehicle removals.

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## **Participation**

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## Submission

### Publication date of tender notice (estimated)

29 August 2025

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## Contracting authority

### Southend-on-Sea City Council

- Public Procurement Organisation Number: PJDT-6566-GZNX

Civic Centre, Victoria Avenue, Southend On Sea, Essex

Southend On Sea

ss2 6fa

United Kingdom

Email: [advisors@southend.gov.uk](mailto:advisors@southend.gov.uk)

Region: UKH31 - Southend-on-Sea

Organisation type: Public authority - sub-central government