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Tender

IT Support - Chesham Town Council

Chesham Town Council

UK4: Tender notice - Procurement Act 2023 - view information about notice types

Notice identifier: 2025/S 000-048470

Procurement identifier (OCID): ocds-h6vhtk-056a2a

Published 13 August 2025, 3:16pm

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Scope

Description

For the supply of IT support to the Town Council, including maintenance of IT hardware; support for IT users; and IT security and connectivity.

As well as providing IT support, the IT contractor pays and recharges the Council for internet line rental, Microsoft 365 accounts, and archiving and data security subscriptions.

Total value (estimated)

• £64,800 including VAT

Below the relevant threshold

Contract dates (estimated)

• 1 November 2025 to 1 November 2028
Possible extension to 1 November 2030
• 5 years, 1 day
Description of possible extension:
By mutual agreement
Main procurement category
Services
CPV classifications
• 72000000 - IT services: consulting, software development, Internet and support
Contract locations
UKJ - South East (England)
Participation
Particular suitability
Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

15 August 2025, 11:59pm

Tender submission deadline

5 September 2025, 11:59pm

Submission address and any special instructions

www.chesham.gov.uk.

Email: louise.hayday@chesham.gov.uk

Tenders may be submitted electronically

Yes

Award criteria

Name	Туре	Weighting	
Quality	Quality	60%	
Price	Price	30%	
Social Value	Quality	10%	

Procedure

Procedure type

Below threshold - open competition

Documents

Associated tender documents

Invitation to Tender - IT Support.pdf

IT Tender response form.docx

12.2 Pricing Schedule.xlsx

Clarification Questions 13.08.25.docx

Clarification questions

AIT_Chesham_Elgiva_WIFI&Network.pdf

CTC Elgiva Wifi & Network

AIT_Chesham_TownHall_WIFI&Network.pdf

CTC Town Hall Wifi & Network

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Chesham Moor Wifi & Network

Network Inventory.xlsx

Network Inventory

Site & Connectivity Inventory.xlsx.xlsx

Site & Connectivity Inventory

AIT_Chesham_Council Depot at Lowndes Park_WIFI&Network.pdf

CTC Depot Wifi & Network

AIT _Chesham Town Council Incumbent Information Pack V1.1.pdf

CTC IT Incumbent Information Pack

Contracting authority

Chesham Town Council

• Public Procurement Organisation Number: PVDN-8552-TBHQ

Town Hall, Baines Walk

Chesham

HP5 1DS

United Kingdom

Contact name: Louise Hayday

Telephone: +441494774842

Email: louise.hayday@chesham.gov.uk

Website: http://www.chesham.gov.uk

Region: UKJ13 - Buckinghamshire CC

Organisation type: Public authority - sub-central government