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Tender

ICT Managed Service

Canterbury City Council

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

Notice identifier: 2025/S 000-050498

Procurement identifier (OCID): ocds-h6vhtk-058c0c

Published 21 August 2025, 12:17pm

Scope

Reference

DN781326

Description

Canterbury City Council on behalf of Canterbury Environment Company ("CEC") wishes to select and appoint a suitable supplier for the provision of ICT Managed Services and invites tenderers to submit a tender to meet this requirement.

The specific requirements for the above are detailed in the Suite of Documents. 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 Mid October / November 2025 and will continue for a period of 3 years, (unless terminated early in accordance with the terms and conditions of the Contract) and may be extended up to 31 January 2029, subject to the satisfactory performance of the Services and at CEC's entire discretion. Any such extension shall be on the same terms and conditions of this Contract and shall be subject to mutual agreement in writing.

Total value (estimated)

- £183,500 excluding VAT
- £220,200 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 November 2025 to 31 October 2028
- Possible extension to 31 January 2029
- 3 years, 3 months

Description of possible extension:

The Contract is anticipated to early November 2025 and will continue for a period of 3 years, (unless terminated early in accordance with the terms and conditions of the Contract) and may be extended up to 31 January 2029, subject to the satisfactory performance of the Services and at CEC's entire discretion. Any such extension shall be on the same terms and conditions of this Contract and shall be subject to mutual agreement in writing.

Main procurement category

Services

CPV classifications

- 72000000 - IT services: consulting, software development, Internet and support

Contract locations

- UKJ4 - Kent

Participation

Legal and financial capacity conditions of participation

See ITT document

Technical ability conditions of participation

See ITT document

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

10 September 2025, 11:59pm

Tender submission deadline

18 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 18 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

Languages that may be used for submission

English

Award decision date (estimated)

22 September 2025

Recurring procurement

Publication date of next tender notice (estimated): 1 September 2028

Award criteria

Name	Description	Type
Cost	Please see ITT Instruction document	Cost
Quality	Please see ITT Instruction document	Quality

Weighting description

CEC 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.

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Contracting authority

Canterbury City Council

- Public Procurement Organisation Number: PXJX-9843-DLGM

14 Rose Lane

Canterbury

CT12UR

United Kingdom

Email: procurement@canterbury.gov.uk

Region: UKJ44 - East Kent

Organisation type: Public authority - sub-central government

