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Tender

Contract for the provision of a school holiday programme

South Staffordshire District Council

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

Notice identifier: 2025/S 000-053952

Procurement identifier (OCID): ocds-h6vhtk-059432 ([view related notices](#))

Published 4 September 2025, 2:18pm

Scope

Reference

IA3713

Description

South Staffordshire District Council ("SSDC") operates four Leisure Centres. SSDC has a wish to provide a holiday programme to young people. In recent years an operator on behalf of SSDC has ran holiday activity programmes from 2 of the 4 centres. The Council is keen to continue these programmes and potentially expand to the other 2 facilities where possible.

SSDC is now looking to test the market to ensure best value. As such, it is now looking to refresh and deliver an innovative and exciting new holiday programme. The programme will be delivered largely by utilising the dry side facilities however, some access to swimming pools can be arranged to accommodate activities. If pool(s) are used, then SSDCs adult/child ratios and NOP requirements must be observed.

SSDC are looking for Ofsted registered Providers who can offer an exciting and innovative range of extended enrichment activities and courses for children and young

people to participate in a wide range of enrichment, physical activity, sport and learn new skills. Provision must be in each school holiday as listed:

- February Half Term (1 week)
- Easter Holidays (2 weeks)
- Whitsun (1 week)
- Summer Holidays (generally 6 weeks)
- October (1 week)

Total value (estimated)

- £43,200 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 January 2026 to 31 December 2027
- Possible extension to 31 December 2028
- 3 years

Description of possible extension:

At the Authority's entire discretion, the term may be extended by 12 months on the same terms for such period in accordance with the contract.

Main procurement category

Services

CPV classifications

- 55243000 - Children's holiday-camp services

Contract locations

- UKG - West Midlands (England)

Participation

Particular suitability

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

Submission

Enquiry deadline

2 October 2025, 5:00pm

Tender submission deadline

9 October 2025, 12:00pm

Submission address and any special instructions

The tender documents are available through Staffordshire County Councils e-tendering system 'Proactis'. Please note Staffordshire County Council (SCC) are running this procurement on behalf of SSDC.

SCC e-tendering system Proactis: <https://supplierlive.proactisp2p.com>

Suppliers should set up a profile on Proactis by completing their company details first. Then registering their interest to this specific tender opportunity by searching under reference IATBC.

All bids must be submitted back to Proactis prior to the tender deadline. Any questions regarding the tender must go through the e-tendering system via the message function. Please do not contact the Buyer direct.

Tenders may be submitted electronically

Yes

Award criteria

| Name | Type | Weighting |
|-------------|-------------|------------------|
| Quality | Quality | 60% |
| Price | Price | 40% |

Procedure

Procedure type

Below threshold - open competition

Special regime

Concession

Contracting authority

South Staffordshire District Council

- Public Procurement Organisation Number: PNNH-3468-CHWJ

Council Offices, Wolverhampton Road

Codsall

wv8 1px

United Kingdom

Email: laura.kendall@staffordshire.gov.uk

Region: UKG24 - Staffordshire CC

Organisation type: Public authority - sub-central government

Other organisation

These organisations are carrying out the procurement, or part of it, on behalf of the contracting authorities.

Staffordshire County Council

Summary of their role in this procurement: Leading the Procurement Process

- Public Procurement Organisation Number: PZDG-2995-QQMD

1 Staffordshire Place, Tipping Street,

Stafford

ST16 2DH

United Kingdom

Email: laura.kendall@staffordshire.gov.uk

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

Region: UKG24 - Staffordshire CC

Contact organisation

Contact Staffordshire County Council for any enquiries.