

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/054077-2025>

Tender

Provision of Payment Processing Gateway and Associated Services

Leicester City Council

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

Notice identifier: 2025/S 000-054077

Procurement identifier (OCID): ocids-h6vhtk-059485

Published 4 September 2025, 4:59pm

Scope

Reference

0952PCFIN

Description

The Council would like to invite Suppliers to submit a Tender for selection of a single Supplier to provide a secure cloud-hosted payment processing gateway that automates the transmission of Direct Debit and BACS files to the banking network with associated reporting, auditing, support and maintenance.

The Council has chosen not to split this tender into lots as the requirement is for a single, integrated payment processing gateway that must operate cohesively across multiple service areas. Splitting the contract would introduce unnecessary complexity and risk compatibility issues.

A Preliminary Market Engagement (PME) was conducted to inform this process. Suppliers submitted responses to the Council's questionnaire, in response to the Councils' questions.

The Preliminary Market notice for this requirement was published on the 6th February 2025, the link is here: <https://procontract.due-north.com/Advert?advertId=d7da61f4-82e4-ef11-8134-005056b64545>

Total value (estimated)

- £204,000 excluding VAT
- £244,800 including VAT

Above the relevant threshold

Contract dates (estimated)

- 23 April 2026 to 22 April 2031
- Possible extension to 22 April 2036
- 10 years

Description of possible extension:

An initial term of 5 years with the option to extend for 3+2 years.

Main procurement category

Goods

CPV classifications

- 48000000 - Software package and information systems

Contract locations

- UK - United Kingdom
-

Participation

Particular suitability

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

Submission

Enquiry deadline

17 September 2025, 10:00am

Tender submission deadline

2 October 2025, 10:00am

Submission address and any special instructions

The Tender must be submitted through the <https://procontract.due-north.com/Advert?advertId=a61e4b88-a489-f011-813a-005056b64545> portal (this may be submitted at any time prior to the closing time and date). Submission of electronic Tender should not be left to the last moment as it may take some time to upload your completed Tender. The server timestamps (GMT) Tenders when they are submitted. Tender submitted after the closing date and time of 10.00am, 2nd October 2025 will not be

considered.

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

6 November 2025

Award criteria

| Name | Type | Weighting |
|-------------|-------------|------------------|
| Quality | Quality | 70.00% |
| Price | Price | 30.00% |

Other information

Description of risks to contract performance

During the contract term, changes in Council systems (such as additional licences) or regulatory requirements (such as new BACS file formats, new cybersecurity controls, GDPR guidance changed) may necessitate system changes that are not covered in the original scope.

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Contracting authority

Leicester City Council

- Public Procurement Organisation Number: PXRT-5737-VBQD

City Hall, 115 Charles Street

Leicester

LE1 1FZ

United Kingdom

Contact name: Pamela

Telephone: +441164543502

Email: Pamela.Chirara@leicester.gov.uk

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

Region: UKF21 - Leicester

Organisation type: Public authority - sub-central government