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Tender

Water Sample Analysis

Norfolk County Council

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

Notice identifier: 2025/S 000-054185

Procurement identifier (OCID): ocds-h6vhtk-056a35 ([view related notices](#))

Published 5 September 2025, 10:53am

Scope

Reference

NCCT43251

Description

This tender notice is for the award of a public contract through an open procedure in accordance with section 20(1) and (2)(a) of the PA 2023.

Norfolk County Council is required to test the water quality of groundwaters, surface waters and landfill leachates in and around landfill sites for which it is responsible. The sampling is carried out by Norfolk County Council officers in accordance with a predetermined schedule. The Council is seeking to appoint a contractor to provide the testing services.

Total value (estimated)

- £500,000 excluding VAT

- £600,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 December 2025 to 30 November 2030
- Possible extension to 30 November 2032
- 7 years

Description of possible extension:

The Contract may be extended by up to 24 months at the Council's discretion.

Main procurement category

Services

CPV classifications

- 45232430 - Water-treatment work
- 71900000 - Laboratory services
- 90733000 - Services related to water pollution

Contract locations

- UKH15 - Norwich and East Norfolk
- UKH16 - North and West Norfolk
- UKH17 - Breckland and South Norfolk

Justification for not using lots

Justification for decision not to subdivide into lots (section 18(2)(b) of the Procurement Act 2023) - The Council wish to appoint a single supplier to ensure continuity with the service being provided. However, there is an opportunity for the successful contractor to sub-contract any testing suites they are unable to carry out.

Participation

Legal and financial capacity conditions of participation

As described in the tender documents.

Technical ability conditions of participation

As described in the tender documents.

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

19 September 2025, 10:00am

Tender submission deadline

30 September 2025, 10:00am

Submission address and any special instructions

To express an interest and participate in this procurement applicants must first be registered on the system at <https://in-tendhost.co.uk/norfolkcc>. Full instructions for registration and use of the system can be found at <https://in-tendhost.co.uk/norfolkcc/asp/BuyerProfiles>.

Once registered you will be able to see the procurement project under the `tenders` section and `express an interest` to view the documentation. If you encounter any difficulties whilst using the system you can contact the In-tend support team by phoning +44 8442728810 or e-mailing support@in-tend.co.uk. Tenders must be submitted via <https://in-tendhost.co.uk/norfolkcc>

The Procurement Act 2023 requires bidders to be registered on Find a Tender (Central Digital Platform) before they are able to bid for contracts. Should you wish to bid for this contract it is essential that you do this. Instructions on what needs to be done can be found here: <https://www.youtube.com/watch?v=XxsbVW4q-k0>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

10 October 2025

Award criteria

Name	Type	Weighting
Quality	Quality	60%
Price	Price	40%

Other information

Description of risks to contract performance

The bill of quantities contains the expected testing schedule. However, if circumstances dictate, volumes and frequencies may fluctuate.

Please note Norfolk County Council has joined the government's Devolution Priority Programme. This process has the potential to lead to the establishment of a county combined authority

for Norfolk and Suffolk, with strategic powers, headed by an elected mayor. A consultation is under way.

Government has also invited participation by Norfolk in Local Government Review. This process has the potential to lead to unitary local government in Norfolk.

One of these changes could happen without the other.

The contract may be assigned or novated to any successor authority(ies) to Norfolk County Council or to any joint body incorporating or formed by any such successor.

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Documents

Associated tender documents

[1. NCCT43251 - Water Analysis - ITT vf.docx](#)

[2. NCCT43521 - Water Analysis - BoQ vf.xlsx](#)

[3. NCCT43251 - Water Analysis - Specification vf.docx](#)

[4. NCCT43251 - Water Analysis - Terms and Conditions vf.docx](#)

Contracting authority

Norfolk County Council

- Public Procurement Organisation Number: PDYH-3246-XWTR

County Hall, Martineau Lane

Norwich

NR1 2DH

United Kingdom

Contact name: Che Metcalf

Email: sourcingteam@norfolk.gov.uk

Website: <http://www.norfolk.gov.uk>

Region: UKH15 - Norwich and East Norfolk

Organisation type: Public authority - sub-central government