

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/059221-2025>

Tender

Provision of Coffee Bar Services at HDC Head Office

Huntingdonshire District Council

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

Notice identifier: 2025/S 000-059221

Procurement identifier (OCID): ocds-h6vhtk-059357 ([view related notices](#))

Published 24 September 2025, 12:24pm

Scope

Reference

DN791787

Description

This requirement is for the supply of a Coffee Bar at Huntingdonshire District Council's administrative headquarters building at Pathfinder House, Huntingdon for the next three years from January 2026.

The council is looking for a provider that would supply a range of beverages and snacks to its staff, councillors and visitors (including delegates to meetings held in the Council's Civic Suite on the site) which may be for both HDC and non-HDC functions.

Total value (estimated)

- £0 excluding VAT

- £0 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 January 2026 to 31 December 2028
- Possible extension to 31 December 2030
- 5 years

Description of possible extension:

Subject to the ongoing requirement for Coffee Bar Services and the successful delivery there are two options to extend for a period of 12 months.

Main procurement category

Services

CPV classifications

- 55500000 - Canteen and catering services

Contract locations

- UKH12 - Cambridgeshire CC

Participation

Particular suitability

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

Submission

Tender submission deadline

15 October 2025, 12:00pm

Submission address and any special instructions

<https://procontract.due-north.com/Register>

Tenders may be submitted electronically

Yes

Award criteria

The award decision will be made on the basis of the criteria set out in the procurement documents. The award will be based on quality criteria only, including service delivery, mobilisation, marketing, refreshment menus, contract and relationship management, customer service, cash handling and close down procedures.

Procedure

Procedure type

Below threshold - open competition

Special regime

Concession

Documents

Associated tender documents

<https://procontract.due-north.com/Register>

All the procurement documents can be found on the Due North system, with the details:

Ref: DN791787

Project Title: Provision of Coffee Bar Services at HDC Head Office

Contracting authority

Huntingdonshire District Council

- Public Procurement Organisation Number: PXCY-8219-LWDM

Pathfinder House St Mary's Street Huntingdon,

Cambridgeshire

PE29 3TN

United Kingdom

Email: procurement@huntingdonshire.gov.uk

Region: UKH12 - Cambridgeshire CC

Organisation type: Public authority - sub-central government