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Tender

## **Spennymoor Town Council: Provision of IT and Telephony Services**

Spennymoor Town Council

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

Notice identifier: 2025/S 000-059509

Procurement identifier (OCID): ocids-h6vhtk-059345

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### **Scope**

### **Description**

The Town Council is seeking to appoint a partner to provide IT and telephony services and associated support to our main offices at Spennymoor Town Hall and any other relevant council facilities

### **Total value (estimated)**

- £141,375 excluding VAT
- £170,000 including VAT

Below the relevant threshold

## **Contract dates (estimated)**

- 1 December 2025 to 30 November 2028
- Possible extension to 30 November 2030
- 5 years

Description of possible extension:

3yr contract + potential 2yr extension on satisfactory delivery

## **Options**

The right to additional purchases while the contract is valid.

Potential for additional expenditure on IT hardware and software e.g. new laptops, additional users on MS365, additional software, etc

## **Main procurement category**

Services

## **CPV classifications**

- 32429000 - Telephone network equipment
- 32500000 - Telecommunications equipment and supplies
- 72222300 - Information technology services
- 72253000 - Helpdesk and support services
- 72400000 - Internet services
- 72500000 - Computer-related services

- 72600000 - Computer support and consultancy services
- 72700000 - Computer network services

## **Contract locations**

- UKC - North East (England)

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## **Participation**

### **This procurement is reserved for**

UK suppliers

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

24 September 2025, 5:00pm

### **Tender submission deadline**

30 September 2025, 5:00pm

## **Submission address and any special instructions**

[info@spennymoor-tc.gov.uk](mailto:info@spennymoor-tc.gov.uk)

[www.spennymoor-tc.gov.uk](http://www.spennymoor-tc.gov.uk)

## **Tenders may be submitted electronically**

Yes

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## **Award criteria**

Quality: 60%

Quality of helpdesk and onsite support services 20%

Support offered in moving to modern ways of working including migration from physical server to cloud based storage and working 30%

Quality of case studies provided of services delivered to similar organisations/clients 10%

Cost: 40%

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## **Procedure**

### **Procedure type**

Below threshold - open competition

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## Documents

### Associated tender documents

[2025-09 ITQ - STC IT and Telephony.docx](#)

Word version of IT & Telephony ITQ document

[Clarifiaction Questions.pdf](#)

Aggregated responses to all clarification questions submitted by potential bidders

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## Contracting authority

### Spennymoor Town Council

- Public Procurement Organisation Number: PLHW-8896-XTTX

Town Hall

Spennymoor

DL16 6DG

United Kingdom

Contact name: John Cooper

Telephone: 01388815276

Email: [info@spennymoor-tc.gov.uk](mailto:info@spennymoor-tc.gov.uk)

Website: <http://WWW.spennymoor-tc.gov.uk>

Region: UKC14 - Durham CC

Organisation type: Public authority - sub-central government