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Tender

## **SOL Licensing Supplies for Plates and Badges 2026**

Solihull MBC

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

Notice identifier: 2025/S 000-061072

Procurement identifier (OCID): ocds-h6vhtk-05a557

Published 30 September 2025, 5:08pm

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### **Scope**

### **Description**

The Licensing Team is responsible for a range of statutory services including hackney carriage/private hire (driver, vehicle and operator); scrap metal collector and street trader licensing. In addition, the Council issues personal licences for people wishing to sell or authorise the sale of alcohol. These licence holders all require some form of badge or licence plate to identify either themselves or their vehicle. This tender is to procure the necessary supplies, equipment, and any associated software/services required, to enable the Council to create, customise, issue and affix licences. The supplies will include (as a minimum), vehicle plates, brackets (or other fixings to secure the plates), licence cards/badges and any supplementary products such as lanyards/clips for the badges. Additional items such as the means of customisation may also be included (if required). Furthermore, it is intended for the Council to have an ability to direct award the procurement of additional items (related to the licensing function), depending on future policy requirements, such as (but not limited to) door/window stickers to emphasise and enhance the public safety message. Full details of the contract requirements are available in 'ITT Part 1 Information Pack' and the associated documents, which can be downloaded from the Council's Supplier Portal.

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

- £270,000 excluding VAT
- £324,000 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 1 January 2026 to 30 June 2029
- Possible extension to 30 June 2030
- 4 years, 6 months

Description of possible extension:

There is one 12 month extension available at the Council's discretion subject to satisfactory performance of the contract.

### **Options**

The right to additional purchases while the contract is valid.

Additional related products may be purchased under this contract. Potential additional products related to the Licensing function can be suggested by Tenderers and will be captured in the 'Pricing Return Document'.

### **Main procurement category**

Goods

## **CPV classifications**

- 19520000 - Plastic products
- 34300000 - Parts and accessories for vehicles and their engines
- 35123400 - Identification badges

## **Contract locations**

- UKG32 - Solihull

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## **Participation**

### **Technical ability conditions of participation**

As this procurement is following an Open Tender procedure there is no separate conditions of participation selection stage, so all interested suppliers may submit a Tender without restriction. However, there are minimum Pass/Fail criteria clearly stated in the tender documents.

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

13 October 2025, 6:00pm

**Tender submission deadline**

28 October 2025, 12:00pm

**Submission address and any special instructions**

Tenders are to be submitted via the Council's Procurement Portal. (<https://solihull.my.site.com/s/>)

**Tenders may be submitted electronically**

Yes

**Languages that may be used for submission**

English

**Award decision date (estimated)**

17 November 2025

**Recurring procurement**

Publication date of next tender notice (estimated): 1 November 2029

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**Award criteria**

<b>Name</b>	<b>Type</b>	<b>Weighting</b>
Technical Return	Quality	60.00%
Pricing Return	Price	25.00%
Social Value Return	Quality	15.00%

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## **Other information**

### **Conflicts assessment prepared/revised**

Yes

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## **Procedure**

### **Procedure type**

Open procedure

### **Justification for not publishing a preliminary market engagement notice**

N/A

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## **Contracting authority**

**Solihull MBC**

- Public Procurement Organisation Number: PGWC-7578-LYDG

The Council House, Manor Square

Solihull

B91 3QB

United Kingdom

Email: [procteam@solihull.gov.uk](mailto:procteam@solihull.gov.uk)

Website: <https://solihull.my.site.com/s/>

Region: UKG32 - Solihull

Organisation type: Public authority - sub-central government