

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/061081-2025>

Tender

SOL Licensing Supplies for Plates and Badges 2026

Solihull Metropolitan Borough Council

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

Notice identifier: 2025/S 000-061081

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

Published 30 September 2025, 5:28pm

Changes to notice

This notice has been edited. The [previous version](#) is still available.

Updated to correct minor errors from our e-sender.

Scope

Reference

SOL22932

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.

Interested suppliers must register on the Council's Supplier Portal (<https://solihull.my.site.com/s/>) to access the tender documents and technical specifications associated with this contract opportunity.

The relevant project is listed as 'SOL Licensing Supplies for Plates and Badges 2026' and has a reference of C0427.

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

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)

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

Award criteria

| Name | Type | Weighting |
|---------------------|-------------|------------------|
| Technical Return | Quality | 60.00% |
| Pricing Return | Price | 25.00% |
| Social Value Return | Quality | 15.00% |

Other information**Conflicts assessment prepared/revised**

Yes

Procedure

Procedure type

Open procedure

Contracting authority

Solihull Metropolitan Borough Council

- Public Procurement Organisation Number: PGWC-7578-LYDG

The Council House, Manor Square

Solihull

B91 3QB

United Kingdom

Email: procteam@solihull.gov.uk

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

Region: UKG32 - Solihull

Organisation type: Public authority - sub-central government

