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Tender

ESC Design Code

East Suffolk Council

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

Notice identifier: 2025/S 000-062048

Procurement identifier (OCID): ocds-h6vhtk-058dc1 ([view related notices](#))

Published 3 October 2025, 11:13am

Changes to notice

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

Regarding issues with accessing tender documents on 30.09.25. We had previously advertised an expression of interest stage 2696-TEN-O, which ended on 10th September 2025. The intend system would not then let us attach and publish the Tender stage in order for you to view the documents. This is a system issue due to the changes of process and publishing of notices in the Procurement Act 2023. In order to override this, we had to create a completely new project with a new reference number and project description. To confirm the project reference number is now 2701B-TEN-O ESC Design Code and relates to this previously published Tender notice 2025/S 000-060854 on Find a Tender service.

Scope

Reference

2701B-TEN-O

Description

This tender stage is linked to the previously advertised 2696-TEN-O Expressions of Interest - East Suffolk Council Design Code - Stage 1 Foundations and Insight

East Suffolk is creating a district wide design code. The code will be adopted as a supplementary plan and will align with our ongoing Local Plan review.

Stage 1 is about establishing the foundations, understanding our places, our existing guidance, our existing systems and expectations, and the lived experience of communities. This stage will set the direction for the whole Design code project.

ESC are looking for a team to help us shape this first stage. A team that brings creativity, analytical clarity and a collaborative mindset. one that can engage critically with what already exists, work closely with officers and stakeholders and explore imaginative ways of involving communities.

Total value (estimated)

- £55,000 excluding VAT
- £66,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 17 November 2025 to 31 March 2026
- Possible extension to 30 October 2026

- 11 months, 14 days

Description of possible extension:

2 months

Main procurement category

Services

CPV classifications

- 71315200 - Building consultancy services
- 71315210 - Building services consultancy services
- 71410000 - Urban planning services
- 90712000 - Environmental planning

Contract locations

- UKH1 - East Anglia

Submission

Enquiry deadline

17 October 2025, 12:00pm

Tender submission deadline

31 October 2025, 12:00pm

Submission address and any special instructions

<https://www.in-tendhost.co.uk/eastsuffolk/aspx/Home>

Tenders may be submitted electronically

Yes

Award criteria

10% Price

90% Quality

Procedure

Procedure type

Below threshold - open competition

Documents

Associated tender documents

<https://in-tendhost.co.uk/eastsuffolk/aspx/Home>

Full tender documents and instructions on how to bid can be found on our eProcurement portal Intend

Contracting authority

East Suffolk Council

- Public Procurement Organisation Number: PLPP-1174-BHLX

East Suffolk House, Station Road, Melton

Woodbridge

IP12 1RT

United Kingdom

Contact name: Deanne Davidson

Email: procurement@eastsuffolk.gov.uk

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

Region: UKH14 - Suffolk

Organisation type: Public authority - sub-central government

