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Tender

HCC - 10/25 - PROVISION AND MAINTENANCE OF NHS HEALTH CHECKS SOFTWARE

Hertfordshire County Council

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

Notice identifier: 2025/S 000-063056

Procurement identifier (OCID): ocds-h6vhtk-04f86b ([view related notices](#))

Published 7 October 2025, 6:09pm

Scope

Reference

HCC2516527

Description

Hertfordshire County Council is currently out to procurement for the Provision of Maintenance of NHS Health Checks Software

A PME exercise was carried out in March 2025 for a joint smoking and health check procurement. Notice identifier: 2025/S 000-011121. It was later agreed to carry out two separate procurements.

The Contract has not been split into lots as the Council is purchasing one solution to be managed by one central team, the service purchased will fulfil all our requirements and it is not reasonably practicable for it to be supplied by more than one Supplier.

The Council will procure this contract using the Competitive Flexible Procedure as defined in the Procurement Act 2023, which will allow us to run a multistage procurement process,

the process will be as follows:

Stage 1 - Tenderers will complete the Response Document (including the pricing schedule) and submit in line with the deadlines outlined in section 2 of the Instructions to tenderers document. Stage 1 is split into 3 parts.

All Tenderers are required to pass Part 1 and Part 2 (bid forms 1 – 8) before proceeding to be evaluated and moderated at Part 3 – Award Criteria.

Stage 2 - The top three Tenderers based on scores from Bid Forms 9 to 11 (Part 3 - Award) will advance to Stage 2, where they will be invited to demonstrate their system (bid form 12).

Tenderers should be aware that the Council may raise clarifications based on your quality response before the top scoring Tenderers are invited to Stage 2.

Once Stage 2 is completed, the Council will collate all scores for stages 1 and 2 and the Council will award the Contract to the highest scoring organisation in terms of the stated award criteria.

Full details of the requirement and context of the procurement can be found in the Service Specification contained within the Contract Document.

Organisations wishing to take part in this project are invited to 'express an interest' and also 'opt in' which will give access to the full procurement documents in the e-tendering system.

To be considered as a Tenderer you must complete and submit a Tender by the deadline of 12 noon on the 28th November 2025

Please allow sufficient time to make your return, as Tender submissions cannot be uploaded and submitted after this return deadline.

Please ensure that where possible documents are uploaded as a PDF and that file names are succinct.

Any questions relating to this procurement must be made via correspondence on the website, in accordance with the procurement documents, and can be addressed to the main contact as shown in the details above.

Tenderers should be aware that due to the nature of the Services provided, any Contract formed as a result of this procurement process shall be executed as a deed. Tenderers should seek independent legal advice on the implications of this prior to submitting their Tender, where appropriate.

Please note that the contract requirements will be subject to available financial resources, supplier performance and flexibility to meet changing demands.

To access this opportunity please visit <https://in-tendhost.co.uk/supplyhertfordshire.aspx/Home>

If you are experiencing problems In-Tend offer a help section which includes a dedicated UK support desk which can be contacted via email: support@in-tend.co.uk or Telephone: +44 1144070065 for any website/technical questions, Monday to Friday, 8:30-17:00.

The Council reserves the right at any time to cease the procurement process and not award a Contract or to award only part of the opportunity described in this notice. If the Council takes up this right, then they will not be responsible for or pay the expenses or losses, which may be incurred by any organisation or tenderer as a result.

As per the Procurement Act 2023, the Council reserves the right during the Award phase of this procurement exercise to: -

Amend the stages of the Competitive Flexible Procedure where further stages are required to come to a fuller understanding between parties of the scope or requirement or other such necessary elements.

Amend the specification

Define or refine sub-weightings, particularly for price if it is not possible to fix costs for significant element(s).

Any amendments will be communicated in full to all Tenderers.

Total value (estimated)

- £240,000 excluding VAT
- £288,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 April 2026 to 31 March 2028
- Possible extension to 31 March 2030
- 4 years

Description of possible extension:

The core Contract Period is 2 years with the option to extend for up to 2 further years

Main procurement category

Services

CPV classifications

- 48000000 - Software package and information systems
- 48900000 - Miscellaneous software package and computer systems
- 72000000 - IT services: consulting, software development, Internet and support
- 72500000 - Computer-related services

Contract locations

- UKH23 - Hertfordshire

Submission

Enquiry deadline

7 November 2025, 12:00pm

Submission type

Tenders

Tender submission deadline

28 November 2025, 12:00pm

Submission address and any special instructions

<https://in-tendhost.co.uk/supplyhertfordshire>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

9 February 2026

Award criteria

Name	Description	Type
Simple description	<p>Please refer to Section 4 of the Price Instructions to Tenderers for a full breakdown of the Award Criteria Stage 1 - Part 1 and 2 consists of Pass/Fail criteria as listed in Section 4 Table A of the Instructions to Tenderers Stage 1 - Part 3 - Award Part 3A - Price Tier 1 - Fixed Prices: Total Tender Price (Overall Price) - 40% Part 3B - Quality Tier 1 - Project Delivery - 30% Tier 1 - Specific Requirements - 15% The top 3 Scoring Tenderers based on scores from Bid Forms 9-11 (Stage 1, part 3) will advance to Stage 2. Stage 2 Tier 1 - Presentation/Demonstration - 15% Non Scored - Mobilisation</p>	

Weighting description

Please refer to Section 4 of the Instructions to Tenderers for a full breakdown of the Award Criteria

Stage 1 - Part 1 and 2 consists of Pass/Fail criteria as listed in Section 4 Table A of the Instructions to Tenderers

Stage 1 - Part 3 - Award

Part 3A - Price

Tier 1 - Fixed Prices: Total Tender Price (Overall Price) - 40%

Part 3B - Quality

Tier 1 - Project Delivery - 30%

Tier 1 - Specific Requirements - 15%

The top 3 Scoring Tenderers based on scores from Bid Forms 9-11 (Stage 1, part 3) will advance to Stage 2.

Stage 2

Tier 1 - Presentation/Demonstration - 15%

Non Scored - Mobilisation

Other information

Payment terms

Invoices are to be submitted to the Council, in accordance with the Prices and Payment clause in the Conditions of Contract. Payment will normally be made within thirty (30) days of receipt of a correct invoice

Description of risks to contract performance

The Contract will be based on the Council's standard terms. There are no known immediate risks to performance during the initial fixed term of this contract. However, a key strategic risk relates to potential future policy changes surrounding devolution and governance arrangements. Such changes could directly affect the structure, scope, or continuation of the contract beyond the fixed term. While no decisions have been made at this stage, the contracting authority is actively monitoring the evolving landscape. Suppliers should be aware that any resulting implications will be managed in accordance with applicable legislation and clear communication will be provided should any material change arise. Such changes will be agreed between both parties in writing with a variation.

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Competitive flexible procedure description

The Council will procure this contract using the Competitive Flexible Procedure as defined in the Procurement Act 2023, which will allow us to run a multistage procurement process, the process will be in 2 Stages as follows:

Stage 1 - Tenderers will complete the Response Document (including the pricing schedule) and submit in line with the deadlines outlined in section 2 of the Instructions to Tenderers document. All Tenderers are required to pass Part 1 (Qualification)(Bid forms 1 - 4) and Part 2 (Selection) (Bid Forms 5 – 8) before proceeding to be evaluated and moderated at Part 3 – Award Criteria.

Stage 2 - The top three Tenderers based on scores from Bid Forms 9 to 11 (Part 3 - Award Criteria) will advance to Stage 2, where they will be invited to demonstrate their system.

Tenderers should be aware that the Council may raise clarifications based on your quality response before the top scoring Tenderers are invited to Stage 2.

Once Stage 2 is completed, the Council will collate all scores for stages 1 and 2 and the Council will award the Contract to the highest scoring organisation in terms of the stated award criteria.

Full details of the requirement and context of the procurement can be found in the Service Specification which is in Schedule 1 of the Contract Document.

For the full breakdown of the award criteria please refer to the Instructions to Tenderers document (Section 4)

Documents

Associated tender documents

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

Please either register or log in to the above web address, and then 'express interest' and 'opt in' in order to view the full set of documentation relating to this tender opportunity

Contracting authority

Hertfordshire County Council

- Public Procurement Organisation Number: PWJT-5264-WYMY

Robertson House, Six Hills Way

Stevenage

SG1 2FQ

United Kingdom

Contact name: Cheri still

Email: strategic.procurement@hertfordshire.gov.uk

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

Region: UKH23 - Hertfordshire

Organisation type: Public authority - sub-central government