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Tender

## Pensions Administration Services

Gloucestershire County Council

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

Notice identifier: 2025/S 000-066022

Procurement identifier (OCID): ocds-h6vhtk-0543b6 ([view related notices](#))

Published 16 October 2025, 3:52pm

## Scope

## Reference

DN776929

## Description

GFRS is issuing this Invitation to Tender ("ITT") in connection with the Procurement described in the Contract Notice placed in Find a Tender (FTS). The Procurement is being run under the Light-Touch Open Procedure, which is a formal tendering procedure, under which the Procurement is advertised, and any interested supplier can tender. This ITT provides further details of the Procurement and the process for submitting Tenders.

## Total value (estimated)

- £325,000 excluding VAT
- £390,000 including VAT

Below the relevant threshold

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

- 1 April 2027 to 31 March 2030
- Possible extension to 31 March 2032
- 5 years

Description of possible extension:

2 x 12 month extensions available

### **Main procurement category**

Services

### **CPV classifications**

- 75320000 - Government employee pension schemes

### **Contract locations**

- UKK1 - Gloucestershire, Wiltshire and Bristol/Bath area

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## **Participation**

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

19 November 2025, 11:59pm

### **Tender submission deadline**

3 December 2025, 12:00pm

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

Submissions of tender will be electronically via the council's procurement portal -

[www.supplyingthesouthwest.org.uk](http://www.supplyingthesouthwest.org.uk)

(<https://www.supplyingthesouthwest.org.uk>).

Submissions outside this portal will not be accepted and deemed invalid.

### **Tenders may be submitted electronically**

Yes

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## **Award criteria**

Name	Type	Weighting
Quality	Quality	55%
Price	Price	30%
Social Value	Quality	15%

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## Procedure

### Procedure type

Below threshold - open competition

### Special regime

Light touch

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## Documents

### Associated tender documents

<http://www.supplyingthesouthwest.org.uk>

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## Contracting authority

### Gloucestershire County Council

- Public Procurement Organisation Number: PZHT-7473-ZVPN

Shire Hall, Westgate Street

Gloucester

GL1 2TG

United Kingdom

Contact name: Sophie Sutherst

Email: [sophie.sutherst@glosfire.gov.uk](mailto:sophie.sutherst@glosfire.gov.uk)

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

Region: UKK13 - Gloucestershire

Organisation type: Public authority - sub-central government