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Tender

## **CPH142 Cash Counter Payment Service to Residents Across Derbyshire**

Derbyshire County Council

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

Notice identifier: 2025/S 000-066554

Procurement identifier (OCID): ocds-h6vhtk-05cf64 ([view related notices](#))

Published 20 October 2025, 8:44am

### **Scope**

### **Description**

The Council is seeking a Provider to deliver a Cash Counter Payment Service to support the delivery of the Derbyshire Discretionary Fund (DDF) and other Council authorised payment initiatives.

The Service must use a Cash Counter Payment Service delivery model, to which:

- Enables Derbyshire Residents to exchange vouchers for the full value of the voucher in cash, on presentation at physical Cash Counter Locations across Derbyshire and its surrounding borders.
- Issues vouchers/voucher codes to the Council for the Council to issue direct to residents, and/issues vouchers / voucher codes to Derbyshire Residents by text, email or letter (as instructed by the Council).

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

- £37,755,568 excluding VAT
- £37,906,681 including VAT

Above the relevant threshold

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

- 1 June 2026 to 31 May 2028
- Possible extension to 31 May 2034
- 8 years

Description of possible extension:

Option to extend for up to a further 6 years, to be taken as 6 x 12 Month or 3 x 24 Month periods at the Councils sole discretion. The total contract term will be up to a maximum period of 8 years (please see the Councils Tender documentation for further detail).

### **Options**

The right to additional purchases while the contract is valid.

The Council may require to add additional funding and initiatives to this service for the Provider to administer, where new requirements are identified by the UK Government and or the Council throughout the duration of the contract.

In response to future increases / changes to volumes and payments to Derbyshire residents the Council may require to add additional funding.

Whilst the current delivery model is a voucher award cash scheme, the Council may require other payment schemes should there be changes to the Derbyshire Discretionary Fund policy, or other funds the government or Council administers. These could be supermarket vouchers or other alternative payment schemes.

## **Main procurement category**

Services

## **CPV classifications**

- 66110000 - Banking services

## **Contract locations**

- UKF1 - Derbyshire and Nottinghamshire

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## **Participation**

### **Legal and financial capacity conditions of participation**

See Tender documentation

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

See Tender documentation

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## **Submission**

### **Enquiry deadline**

3 November 2025, 3:00pm

### **Submission type**

Tenders

### **Tender submission deadline**

14 November 2025, 11:00am

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

<https://www.eastmidstenders.org/>

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

Yes

### **Languages that may be used for submission**

English

### **Award decision date (estimated)**

19 January 2026

### **Recurring procurement**

Publication date of next tender notice (estimated): 20 February 2033

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## Award criteria

Name	Type	Weighting
Quality	Quality	80%
Price	Price	20%

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## Other information

### Description of risks to contract performance

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### Applicable trade agreements

- Government Procurement Agreement (GPA)

### Conflicts assessment prepared/revised

Yes

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## **Procedure**

### **Procedure type**

Competitive flexible procedure

### **Competitive flexible procedure description**

Competative Flexible Procedure, to include:

- a single submission stage
- a three-stage evaluation process
- and the option to negotiate with the successful Provider to confirm financial commitments or other terms contained in the final tender by finalising the terms of the contract.

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

Preliminary market testing was undertaken in 2024 under the project reference CPH124.

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## **Documents**

### **Associated tender documents**

<https://procontract.due-north.com/Advert?advertId=b1e11838-c0a5-f011-813a-005056b64545>

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## Contracting authority

### Derbyshire County Council

- Public Procurement Organisation Number: PWZQ-2162-JJQL

County Hall

Matlock

DE4 3AG

United Kingdom

Email: [Countyprocurementcompliance.team@derbyshire.gov.uk](mailto:Countyprocurementcompliance.team@derbyshire.gov.uk)

Region: UKF13 - South and West Derbyshire

Organisation type: Public authority - sub-central government