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Tender

002360 - Single Person Discount (SPD) Monitoring Service Review

Durham County Council

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

Notice identifier: 2025/S 000-066623

Procurement identifier (OCID): ocds-h6vhtk-05cf8c

Published 20 October 2025, 11:04am

Scope

Reference

OPEN20251729

Description

Previously a simple form was completed where the customer signs to confirm they are the only resident adult liable for Council Tax, before SPD is awarded. Whilst this option is still available to customers, from 2017 they can also complete an intelligent online open channel form that transfers to Durham County Council's (DCC) council tax system and automatically updates the liability awarding the discount. This has removed the need for any manual intervention from DCC Awards Officers.

Total value (estimated)

- £104,000 excluding VAT

- £124,800 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 February 2026 to 31 January 2028
- Possible extension to 31 January 2030
- 4 years

Description of possible extension:

2 x 12 months allowable extensions

Main procurement category

Services

CPV classifications

- 66171000 - Financial consultancy services
- 79221000 - Tax consultancy services

Contract locations

- UKC14 - Durham CC

Submission

Enquiry deadline

12 November 2025, 12:00pm

Tender submission deadline

24 November 2025, 10:00am

Submission address and any special instructions

<https://www.open-uk.org/>

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Project # OPEN20251729

Tenders may be submitted electronically

Yes

Award criteria

100% weighting split into 60-40, with 60% being awarded to the quality element with 3 questions split 15-15-30.

price weighting 40%

Procedure

Procedure type

Below threshold - open competition

Documents

Associated tender documents

<https://www.open-uk.org>

Technical specifications to be met

<https://www.open-uk.org>

Contracting authority

Durham County Council

- Public Procurement Organisation Number: PMPB-8772-VYWM

Corten House, Dunholme Close

Durham

DH1 5WB

United Kingdom

Email: corporate.procurement@durham.gov.uk

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

Region: UKC14 - Durham CC

Organisation type: Public authority - sub-central government