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Tender

Provision of internal courier services

Cumberland Council
Westmorland and Furness Council

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

Notice identifier: 2025/S 000-068596

Procurement identifier (OCID): ocds-h6vhtk-059da7 ([view related notices](#))

Published 27 October 2025, 2:43pm

Scope

Description

Provision of internal courier service. The Internal Courier contract is used to move a variety of items, securely, between Sites across the County and is seen as an essential service across many departments. This tender will have two contracts - one for Cumberland Council and one for Westmorland & Furness Council. The tender includes sites for Cumbria Commissioner Fire and Rescue Authority (CCFRA) and The Police Fire & Crime Commissioner for Cumbria (PFCC). The contract value is approximately £450,000 over 2 years

Total value (estimated)

- £450,000 excluding VAT
- £540,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 January 2026 to 31 December 2027
- Possible extension to 31 December 2029
- 4 years

Description of possible extension:

There is the potential for contract extensions of up to 2 x 12 months, depending on both the success in achieving the required outcomes and availability of further funding.

Main procurement category

Services

CPV classifications

- 64120000 - Courier services

Contract locations

- UKD1 - Cumbria

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

11 November 2025, 5:00pm

Tender submission deadline

21 November 2025, 12:00pm

Electronic auction will be used

Yes

Submission address and any special instructions

The documents are available via The Chest - <https://www.the-chest.org.uk/>

For support using the chest please contact Proactis, using the supplier support area.

For clarifications, please ensure all correspondence is via The Chest using the message area.

Suppliers wishing to express an interest and obtain access to the tender documents should go to www.the-chest.org.uk and click on current opportunities from the navigation area on the left of the screen. On the next screen enter the contract Reference (DN791490) in the box labelled 'contains' then click search.

Click on the Blue link for the contract title to view the opportunity.

To express an interest you will need to login. If you are not already

registered on the www.the-chest.org.uk you will need to return to the home page and click on Register. Register FREE link in the navigation area on the left of the screen.

Registration is free of charge and your username and password will be emailed to you.

Cumberland Council an Westmorland and Furness Council are fully supportive of all aspects of diversity including ethnicity, race, religion, age, disability and sexual orientation. In this respect Cumberland Council welcome an expressions of interest from ethnic minority, disabled and other diverse business communities and the voluntary sector.

Economic operators are therefore required to fully comply with all statutory obligations/applicable legislation and there will be a requirement to participate in the Authority's supplier audits on all aspects of diversity.

The Contracting Authority expressly reserves the right:

(i) not to award any contract as a result of the procurement process commenced by publication of this notice; and

(ii) to make whatever changes it may see fit to the content and structure of the tendering competition; and in no circumstances will the Contracting Authority be liable for any costs incurred by the candidates. Any expenditure, work or effort undertaken prior to contract award is accordingly a matter solely for the commercial judgement of potential suppliers.

The contracting authority reserve the right to use any electronic portal during the life of the agreement.

The value provided in this notice is only an estimate.

The initial contract term is for 2 years, with 2 optional extensions of up to 12 months each.

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

1 December 2025

Award criteria

Name	Type	Weighting
Quality	Quality	50%
Price	Price	40%
Social Value	Quality	10%

Other information**Conflicts assessment prepared/revised**

Yes

Procedure**Procedure type**

Open procedure

Contracting authorities

Cumberland Council

- Public Procurement Organisation Number: PJGX-9191-DYLV

Cumbria House, 107-117 Botchergate

Carlisle

CA1 1RD

United Kingdom

Email: procurement.mailbox@cumbria.gov.uk

Region: UKD12 - East Cumbria

Organisation type: Public authority - sub-central government

Westmorland and Furness Council

- Public Procurement Organisation Number: PYYD-1758-YNVR

South Lakeland House

Kendal

LA9 4DQ

United Kingdom

Email: Procurement.Mailbox.WAF@Cumbria.gov.uk

Region: UKD12 - East Cumbria

Organisation type: Public authority - sub-central government

Contact organisation

Contact Cumberland Council for any enquiries.