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Tender

## **Copy of Business Continuity Planning v2**

Cardiff Community Housing Association (CCHA) Limited

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

Notice identifier: 2025/S 000-069551

Procurement identifier (OCID): ocds-h6vhtk-05d6ab

Published 29 October 2025, 5:12pm

## **Scope**

## **Reference**

CCHA-(2025-2026)-019

## **Description**

To procure services for the enhancement of the organization's Business Continuity Planning (BCP), including the development of detailed playbook activity documents and the review and customization of the overarching BCP document.

Contract duration of 12 weeks. Budget range between £5,000 - £10,000 excluding VAT.

## **Total value (estimated)**

- £10,000 excluding VAT
- £12,000 including VAT

Below the relevant threshold

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

- 8 December 2025 to 9 March 2026
- 3 months, 2 days

### **Main procurement category**

Services

### **CPV classifications**

- 71317210 - Health and safety consultancy services
- 79417000 - Safety consultancy services
- 79430000 - Crisis management services

### **Contract locations**

- UK - United Kingdom

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## **Participation**

### **Conditions of participation**

Complete request for quote document and submit it via Sell2Wales:  
<https://www.sell2wales.gov.wales/>

## **Particular suitability**

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

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## **Submission**

### **Enquiry deadline**

19 November 2025, 5:00pm

### **Tender submission deadline**

26 November 2025, 2:00pm

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

Submit via Sell2Wales: <https://www.sell2wales.gov.wales/>

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

Yes

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## **Award criteria**

Name	Type	Weighting
Technical/Quality	Quality	70.00%
Commercial	Cost	30.00%

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## Procedure

### Procedure type

Below threshold - open competition

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## Documents

### Associated tender documents

[https://www.sell2wales.gov.wales/Assets/NoticeBuilder\\_FileDownload.aspx?id=350377](https://www.sell2wales.gov.wales/Assets/NoticeBuilder_FileDownload.aspx?id=350377)

Request to Quote

Please complete the document and submit it via Sell2Wales

[https://www.sell2wales.gov.wales/Assets/NoticeBuilder\\_FileDownload.aspx?id=350378](https://www.sell2wales.gov.wales/Assets/NoticeBuilder_FileDownload.aspx?id=350378)

CCHA Community Benefits Statement

[https://www.sell2wales.gov.wales/Assets/NoticeBuilder\\_FileDownload.aspx?id=350378](https://www.sell2wales.gov.wales/Assets/NoticeBuilder_FileDownload.aspx?id=350378)

[50379](#)

CCHA General T&Cs

[https://www.sell2wales.gov.wales/Assets/NoticeBuilder\\_FileDownload.aspx?id=350380](https://www.sell2wales.gov.wales/Assets/NoticeBuilder_FileDownload.aspx?id=350380)

CCHA T&Cs - Schedule 2 for Service

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## Contracting authority

### Cardiff Community Housing Association (CCHA) Limited

- Companies House: IP21667R

Tolven Court, Dowlais Road

Cardiff

CF24 5LQ

United Kingdom

Contact name: Monia Lisa Carvalho

Telephone: +447492665512

Email: [monia-lisa.carvalho@ccha.org.uk](mailto:monia-lisa.carvalho@ccha.org.uk)

Website: <http://www.ccha.org.uk>

Region: UKL22 - Cardiff and Vale of Glamorgan

Organisation type: Public undertaking (commercial organisation subject to public authority oversight)

Devolved regulations that apply: Wales