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Tender

Courier Services for the North of England Commission Support (NECS)

NHS North of England Commissioning Support Unit

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

Notice identifier: 2025/S 000-070456

Procurement identifier (OCID): ocids-h6vhtk-05d8fb

Published 3 November 2025, 1:41pm

Scope

Reference

1913

Description

North of England Care System Support (NECS) has a requirement to deliver IT equipment between corporate and clinical NHS sites and to staff homes. There is also a requirement to collect parcels from similar sites and return these to a NECS facility. It is estimated that an average of 1200-1500 parcels per month would be shipped in either direction, however this volume is subject to change based on evolving NHS working practice and through short-term project activity.

NECS requires a reliable courier who can provide safe and efficient deliveries and collections across the whole of the UK to both residential and business addresses by a customer friendly portal.

NECS will need a comprehensive delivery and collection service for IT equipment (e.g., laptops, monitors, mobile phones) to and from residential addresses and NHS sites

located in United Kingdom.

The NECS Commissioner has a maximum financial envelope available for the 12 month contract term of £190,000.00 excluding VAT.

At the end of the initial contract term the Commissioner will have extension options of up to 3 months in total, which will be awarded at the commissioner's discretion.

The new contract will commence on 9th January 2026.

This procurement is being carried out by NHS South, Central and West Commissioning Support Unit (SCW) on behalf of North of England Care System Support (NECS) .

Total value (estimated)

- £190,000 excluding VAT
- £228,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 9 January 2026 to 8 January 2027
- Possible extension to 31 March 2027
- 1 year, 2 months, 23 days

Description of possible extension:

Up to 3 months

Options

The right to additional purchases while the contract is valid.

Up to 3 months optional extension available following the initial 12 month term

Main procurement category

Services

CPV classifications

- 64120000 - Courier services
- 64100000 - Post and courier services

Contract locations

- UK - United Kingdom

Participation

Legal and financial capacity conditions of participation

The ITT documentation within the e-procurement system sets out the minimum level of economic and financial standing threshold within the evaluation criteria for this procurement.

Suppliers must have the ability to demonstrate that they are a legitimate stable and financial sound business capable of fulfilling the contract obligations.

Technical ability conditions of participation

It is expected that your organisation would meet the following standards (or equivalent):

- BS EN ISO 9001 - Quality management
- ISO 14001 - Environmental management systems

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

25 November 2025, 12:00pm

Tender submission deadline

28 November 2025, 12:00pm

Submission address and any special instructions

Interested providers will be able to view this opportunity via the live opportunities list on the 'Health Family' e-procurement system, Atamis. Click on 'View our Live Opportunities' from the home page, available on the following link: <https://health-family.force.com/s/Welcome>.

Once you have found the opportunity (via the search function, using the title or reference number), to gain full access to the bid documentation (including questionnaires), you will need to click on 'Register interest' - this will take you to the log-in page.

All bids must be submitted on this e-procurement system

If you are not already registered on the system, you will need to do so before gaining full

access to the documentation and be able to submit a bid.

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

15 December 2025

Award criteria

Name	Description	Type
Award Criteria	Quality: 60% Social Value: 10%	Quality
Award Criteria	Price: 30%	Price

Weighting description

This contract will be weighted 60% quality, 10% social value and 30% price.

Other information

Payment terms

The payment terms applicable to this tender are 30 days from the date of invoice

Description of risks to contract performance

Low risk, as the contract includes requirements to monitor and manage Key Performance Indicators (KPI) and Service Level Agreements (SLAs).

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Justification for not publishing a preliminary market engagement notice

The Authority undertook a limited preliminary market engagement exercise to gauge initial market interest and assess supplier capacity for the required service coverage. A short questionnaire was issued via the Atamis portal to a small number of pre-vetted courier suppliers. This proportionate approach reflected the large size of the market and the limited information sought. A separate Preliminary Market Engagement Notice was not published, as the engagement was restricted in scope and designed only to gather indicative information on likely market interest and current conditions. Publishing an open notice would not have been proportionate given the expected volume of responses. The Authority confirms the procurement timetable will not be shortened and the tender will be advertised as an open procedure. This explanation is provided in accordance with Section

17(1)(b) of the Procurement.

Documents

Associated tender documents

[1913 - Supplier information document v2.docx](#)

Supplier Information Document

[1913 - Financial Template v4.xlsx](#)

Financial Template

[1913 - Invitation to Tender V9.docx](#)

Invitation to tender document

[1913 nhs-terms-and-conditions-for-the-provision-of-services-contract-version 6_.docx](#)

Terms and Conditions

Contracting authority

NHS North of England Commissioning Support Unit

- Public Procurement Organisation Number: PJGL-8154-MTZX

John Snow House

Durham

DH1 3YG

United Kingdom

Contact name: Ian Harrison

Email: ian@nhs.net

Website: <https://www.necsu.nhs.uk/>

Region: UKC14 - Durham CC

Organisation type: Public authority - central government

Other organisation

These organisations are carrying out the procurement, or part of it, on behalf of the contracting authorities.

NHS South, Central and West Commissioning Support Unit (hosted by NHS England)

Summary of their role in this procurement: These organisations are carrying out the procurement, or part of it, on behalf of the contracting authorities: NHS South, Central and West Commissioning Support Unit (SCW CSU). Summary of their role in this procurement: Managing and supporting the procurement on behalf of NHS North of England Commissioning Support (NECS).

- Public Procurement Organisation Number: PXTZ-5316-XWPW

Omega House, 112 Southampton Road

Eastleigh

SO50 5PB

United Kingdom

Contact name: Darren Lewis

Email: scwcsu.justaskprocurement@nhs.net

Website: <https://www.scwcsu.nhs.uk/>

Region: UKJ35 - South Hampshire

Contact organisation

Contact NHS North of England Commissioning Support Unit for any enquiries.