This is a published notice on the Find a Tender service: <a href="https://www.find-tender.service.gov.uk/Notice/070456-2025">https://www.find-tender.service.gov.uk/Notice/070456-2025</a>

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): ocds-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 the 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: <a href="https://health-family.force.com/s/Welcome">https://health-family.force.com/s/Welcome</a>.

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	Туре
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 6docx		
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: <u>ian@nhs.net</u>

Website: <a href="https://www.necsu.nhs.uk/">https://www.necsu.nhs.uk/</a>

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: <a href="https://www.scwcsu.nhs.uk/">https://www.scwcsu.nhs.uk/</a>

Region: UKJ35 - South Hampshire

## **Contact organisation**

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