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Tender

Signage and Wayfinding Services

PENRITH TOWN COUNCIL

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

Notice identifier: 2025/S 000-071518

Procurement identifier (OCID): ocds-h6vhtk-05db97

Published 6 November 2025, 10:34am

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Scope

Description

Penrith Town Council would like to procure the services of a Signage Production company to produce and install wayfinding signage in Penrith Town Centre. The overarching scope of the works requires:

- a) Finalising a design for the signage.
- b) Formatting the layout of the content on the interpretation panels.
- c) Panel and signage fabrication and manufacture.
- d) Removal of existing signage.
- e) Installation of the approved signage.
- f) Reinstatement of highway to the required standards.
- g) Maintenance to cover the life span of the signage for a period of 10 years from project

completion.

Total value (estimated)

- £155,580 excluding VAT
- £186,696 including VAT

Below the relevant threshold

Contract dates (estimated)

- 17 December 2025 to 31 July 2036
- 10 years, 7 months, 15 days

Main procurement category

Works

CPV classifications

- 22314000 - Designs
- 34992300 - Street signs
- 44423400 - Signs and related items
- 45000000 - Construction work
- 50000000 - Repair and maintenance services

Contract locations

- UKD1 - Cumbria

Submission

Enquiry deadline

26 November 2025, 12:00pm

Tender submission deadline

8 December 2025, 12:00pm

Submission address and any special instructions

If having examined the tender documents, you wish to submit a tender you should fully complete and return the Tender Form and the required information and send all related documentation to the Town Council office by POST in a sealed envelope, marked with the tenderers name for the attention of the Town Clerk to:

Penrith Wayfinding and Interpretation

The Town Clerk

Penrith Town Council

Unit 1, Church House

19-24 Friargate

Penrith

Cumbria

CA11 7XR

Tenders may be submitted electronically

No

Award criteria

Price 40%

Quality and Experience 50%

Compliance 5%

Locality 5%

Procedure

Procedure type

Below threshold - open competition

Documents

Associated tender documents

[03. 251105 Penrith Town Council- Wayfinding services agreement.pdf](#)

[02. 251105 Penrith Town Council-Tender Wayfinding.pdf](#)

[01. 251105 Penrith Town Council -Wayfinding Tender Cover Letter.pdf](#)

Technical specifications to be met

<https://www.penrithtowncouncil.gov.uk/council-finance/contracts-tenders/>

Contracting authority

PENRITH TOWN COUNCIL

- Public Procurement Organisation Number: PGDL-6896-XCDQ

Unit 1, Church House, 19-24, Friargate

PENRITH

CA11 7XR

United Kingdom

Contact name: Ian Parker

Telephone: +441768899773

Email: scmanager@penrithtowncouncil.gov.uk

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

Region: UKD12 - East Cumbria

Organisation type: Public authority - sub-central government