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Tender

Notice and Permit Processing System

Southend-on-Sea City Council

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

Notice identifier: 2025/S 000-073355

Procurement identifier (OCID): ocids-h6vhtk-0586b4 ([view related notices](#))

Published 12 November 2025, 7:32pm

Scope

Reference

DN789111

Description

This notice is published retrospectively to meet transparency requirements under the Procurement Act 2023. The actual tender period closed on 07 October 2025. No further submissions will be accepted. This publication is for compliance only and links to the award notice for full visibility

Southend-on-Sea City Council is engaging the market ahead of its procurement exercise for a secure, cloud-hosted, browser-based Notice and Permit Processing System to manage the full lifecycle of Penalty Charge Notices (PCNs), permits & visitor vouchers (virtual and physical), parking suspensions, and dispensations.

The system must integrate with key agencies and platforms, support statutory compliance, improve customer access, and enable real-time enforcement operations.

Overview of Requirement

Cloud-hosted, browser-based platform for managing PCNs, permits & visitor vouchers (virtual and physical), suspensions, dispensations, and vehicle removals.

Supports full lifecycle management of parking, bus lane, moving traffic and removal of vehicles.

Integrates with DVLA, TEC, TPT, payment systems, and parking hardware.

Provides self-service portals for evidence, challenges, applications, and payments.

Delivers automated workflows for PCN progression, appeals, and evidence packs for PCNs.

Offers reporting dashboards for KPIs and operational analytics for all modules.

Migrates historical data with full audit controls for PCNs and permits.

Ensures compliance with existing legislation and future changes or needs.

Supplies handheld devices with Bluetooth printers deployed for enforcement.

Includes dedicated mobilisation support, training and fault management.

Total value (estimated)

- £240,000 excluding VAT
- £288,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 5 January 2026 to 4 January 2029
- Possible extension to 5 January 2029
- 3 years, 1 day

Description of possible extension:

12 months

Main procurement category

Services

CPV classifications

- 63712400 - Parking services

Contract locations

- UKH31 - Southend-on-Sea

Participation

Legal and financial capacity conditions of participation

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Technical ability conditions of participation

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Particular suitability

Small and medium-sized enterprises (SME)

Submission

Tender submission deadline

7 December 2025, 11:59pm

Submission address and any special instructions

<https://supplierlive.proactisp2p.com/Account/Login>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

7 December 2025

Award criteria

Name	Type	Weighting
Quality	Quality	60%
Price	Price	40%

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Special regime

Concession

Contracting authority

Southend-on-Sea City Council

- Public Procurement Organisation Number: PJDT-6566-GZNX

Civic Centre, Victoria Avenue, Southend On Sea, Essex

Southend On Sea

ss2 6fa

United Kingdom

Email: procurementops@southend.gov.uk

Region: UKH31 - Southend-on-Sea

Organisation type: Public authority - sub-central government