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Tender

Provision of Museums Collections Management System (CMS)

Leicester City Council

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

Notice identifier: 2025/S 000-074959

Procurement identifier (OCID): ocds-h6vhtk-050c9e ([view related notices](#))

Published 18 November 2025, 4:55pm

Scope

Reference

1018ZHTCI

Description

The Council would like to invite Suppliers to submit a Tender for selection of a single Supplier to provide a Museums Collections Management System. Leicester Museums and Galleries is seeking a mature cloud-based Museums Collections Management System (CMS) to manage and track a wide range of objects in its collection. The system must support detailed object cataloguing, including acquisition history, condition reports, location tracking, loans, and media attachments. It should also allow for secure data access, migration from the current system (Mimsy XG), and compliance with UK Museum Accreditation standards (SPECTRUM 5). The solution must offer robust search and reporting capabilities, along with reliable support and training services

Total value (estimated)

- £135,000 excluding VAT
- £162,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 October 2026 to 30 September 2029
- Possible extension to 30 September 2031
- 5 years

Description of possible extension:

Initial term of 3 years with option to extend for 1+1 years

Main procurement category

Goods

CPV classifications

- 48000000 - Software package and information systems

Contract locations

- UK - United Kingdom
-

Participation

Particular suitability

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

Submission

Enquiry deadline

24 November 2025, 9:00am

Tender submission deadline

4 December 2025, 9:00am

Submission address and any special instructions

The Council is using a secure hosted electronic bidding system <https://procontract.due-north.com/Advert?advertId=0456dff-9bc4-f011-813a-005056b64545>.

New users to the EastMidsTenders Portal must create an account to access this opportunity. To create an account Suppliers must register - if you require assistance in using the EastMidsTenders portal please read the reference guides which is available on the portal. If a Supplier has already registered you do not need to register again, simply use your existing username and password.

The full Tender must be completed in full and returned in the required format, by the Tender response deadline as set out in the timetable.

Failure to comply with this instruction may result in your Tender submission being discounted. The Tender must be submitted through the EastMidsTenders Portal (this may be submitted at any time prior to the closing time and date). Submission of electronic Tender should not be left to the last moment as it may take some time to upload your completed Tender. The server timestamps (GMT) Tenders when they are submitted. Tender submitted after the stated closing date and time will not be considered.

Tenders may be submitted electronically

Yes

Award criteria

Name	Type	Weighting
Quality	Quality	60.00%
Price	Price	40.00%

Procedure

Procedure type

Below threshold - open competition

Contracting authority

Leicester City Council

- Public Procurement Organisation Number: PXRT-5737-VBQD

City Hall, 115 Charles Street

Leicester

LE1 1FZ

United Kingdom

Contact name: Zhiaw Hama

Email: Zhiaw.Hama@leicester.gov.uk

Website: <https://www.leicester.gov.uk>

Region: UKF21 - Leicester

Organisation type: Public authority - sub-central government