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Tender

## **AI Evaluation Toolkit for Local Authorities**

Local Government Association (LGA)

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

Notice identifier: 2025/S 000-076788

Procurement identifier (OCID): ocds-h6vhtk-05e827

Published 25 November 2025, 11:39am

### **Scope**

### **Reference**

LG-04562

### **Description**

In order to support the responsible adoption of AI by councils, the LGA wishes to work with a supplier to develop a toolkit to support councils to evaluate new and existing AI focused initiatives.

The toolkit will provide practical, versatile, clear, and concise support to council officers, enabling them to confidently design and conduct evaluations of AI solutions.

It should be developed in collaboration with local government digital officers, AI practitioners, and senior leaders, ensuring it reflects the realities of the sector.

This should reflect existing procurement and assurance processes and existing AI evaluation guidance from central government, but should be responsive to local government contexts.

The toolkit must be grounded in the local government context and informed by the lived experiences of AI adoption at the local level. It should focus on the specific challenges that councils face in evaluating AI, rather than drawing too narrowly on insights from the general evaluation literature.

### **Total value (estimated)**

- £25,000 including VAT

Below the relevant threshold

### **Contract dates (estimated)**

- 5 January 2026 to 31 March 2026
- Possible extension to 31 July 2026
- 6 months, 27 days

Description of possible extension:

At the buyers discretion if the contract has not been delivered to quality or time.

### **Main procurement category**

Services

### **CPV classifications**

- 73000000 - Research and development services and related consultancy services

### **Contract locations**

- UK - United Kingdom

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## **Submission**

### **Enquiry deadline**

2 December 2025, 5:00pm

### **Tender submission deadline**

9 December 2025, 5:00pm

### **Submission address and any special instructions**

<https://app.panacea-software.com/LGA-Sourcing/eRFX-Suppliers/Open.aspx?requirementId=29bd2263-d9fa-4be4-bf4f-ec1c292c33a4>

### **Tenders may be submitted electronically**

Yes

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## **Award criteria**

All award criteria included in the attached documents.

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## Procedure

### Procedure type

Below threshold - open competition

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## Contracting authority

### Local Government Association (LGA)

- Companies House: 11177145

18 smith square

london

sw1p 3hz

United Kingdom

Contact name: Ellie Stewart

Email: [ellie.stewart@local.gov.uk](mailto:ellie.stewart@local.gov.uk)

Region: UKI32 - Westminster

Organisation type: Private utility