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Contract

For the provision of the Software 'Envelope' for the HR Apprenticeship Team

West Sussex County Council

UK7: Contract details notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-077047

Procurement identifier (OCID): ocds-h6vhtk-05e8c1

Published 25 November 2025, 6:23pm

Scope

Reference

C21745

Description

Contract Reference Number: BS807.313

Contract Title: Services Contract for the provision of the Software 'Envelope' for the HR Apprenticeship Team

Contract 1. For the provision of the Software 'Envelope' for the HR Apprenticeship Team

Supplier

- [EPACT](#)

Contract value

- £61,920 including VAT

Below the relevant threshold

Date signed

25 November 2025

Contract dates

- 28 November 2025 to 27 November 2028
- Possible extension to 27 November 2029
- 4 years

Description of possible extension:

1 x 12 month extension available: Written notice of intention to utilise extension is required prior to the end of the initial period or any previous extensions.

Main procurement category

Services

CPV classifications

- 72260000 - Software-related services

Procedure

Procedure type

Below threshold - without competition

Supplier

EPACT

International House, 36-38 Cornhill,

London,

EC3V 3NG

United Kingdom

Email: akam@epact.co.uk

Region: UKI31 - Camden and City of London

Small or medium-sized enterprise (SME): Yes

Voluntary, community or social enterprise (VCSE): No

Contract 1. For the provision of the Software 'Envelope' for the HR Apprenticeship Team

Contracting authority

West Sussex County Council

- Public Procurement Organisation Number: PXJW-5627-QRQR

County Hall

Chichester

PO19 1RG

United Kingdom

Email: andrew.moore@westsussex.gov.uk

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

Region: UKJ27 - West Sussex (South West)

Organisation type: Public authority - sub-central government