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Contract

EPP0174 - Garden Waste Permits

Braintree District Council

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

Notice identifier: 2025/S 000-079888

Procurement identifier (OCID): ocds-h6vhtk-05546f ([view related notices](#))

Published 4 December 2025, 4:17pm

Scope

Description

The Essex Procurement Partnership (EPP), on behalf of Braintree District Council (BDC) requires the provision of Garden Waste Permits to individual subscribers. The contract will require the collation, printing, and distribution of permits to approximately 40,000 - 45,000 subscribers annually, with a contract period of 3-years with an option to extend for up to 1 year.

The scope of this contract may not be limited to garden subscription permits but may also include other types of printed material in the future, such as recycling calendars, etc.; or/and may include other EEP partner authorities.

To view this notice, please click here:

<https://www.delta-esourcing.com/delta/viewNotice.html?noticeId=998943006>

Contract 1

Supplier

- Latcham Direct Limited

Contract value

- £184,000 excluding VAT
- £220,800 including VAT

Above the relevant threshold

Date signed

3 December 2025

Contract dates

- 1 January 2026 to 31 December 2028
- Possible extension to 31 December 2029
- 4 years

Description of possible extension:

Optional 1 year extension

Main procurement category

Services

CPV classifications

- 79800000 - Printing and related services
- 79824000 - Printing and distribution services

Other information

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Supplier

Latcham Direct Limited

- Companies House: 06695717

1 Western Drive

Bristol

BS14 0AF

United Kingdom

Email: connect@latcham.co.uk

Region: UKK11 - Bristol, City of

Small or medium-sized enterprise (SME): Yes

Voluntary, community or social enterprise (VCSE): No

Supported employment provider: No

Public service mutual: No

Contract 1

Contracting authority

Braintree District Council

- Public Procurement Organisation Number: PGBP-7262-MJTR

Causeway House, Bocking End

Braintree

CM7 9HB

United Kingdom

Contact name: Lili Roqueta

Telephone: 01376 551414

Email: lili.roqueta@braintree.gov.uk

Region: UKH34 - Essex Haven Gateway

Organisation type: Public authority - sub-central government