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Tender

## **PROVISION OF FINANCIAL SERVICES**

Hartlepool Borough Council

F02: Contract notice

Notice identifier: 2025/S 000-000234

Procurement identifier (OCID): ocds-h6vhtk-04cda7

Published 6 January 2025, 4:07pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Hartlepool Borough Council

Civic Centre, Victoria Road

Hartlepool

TS24 8AY

#### **Contact**

Mrs Karen Cooper

#### **Email**

[karen.cooper@hartlepool.gov.uk](mailto:karen.cooper@hartlepool.gov.uk)

#### **Telephone**

+44 1429523009

#### **Country**

United Kingdom

**Region code**

UKC11 - Hartlepool and Stockton-on-Tees

**Internet address(es)**

Main address

<http://www.hartlepool.gov.uk>

Buyer's address

<http://www.hartlepool.gov.uk>

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

[www.procontract.due-north.com](http://www.procontract.due-north.com)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.procontract.due-north.com](http://www.procontract.due-north.com)

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

PROVISION OF FINANCIAL SERVICES

Reference number

DN754914

#### **II.1.2) Main CPV code**

- 66000000 - Financial and insurance services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Hartlepool Borough Council is seeking submissions from suitably experienced organisations or individuals to provide financial support, information, advice and guidance to people resident from the borough of Hartlepool. The Service will be provided outreach across Hartlepool Borough Council Community Hubs.

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.3) Place of performance**

NUTS codes

- UKC11 - Hartlepool and Stockton-on-Tees

#### **II.2.4) Description of the procurement**

Hartlepool Borough Council is seeking submissions from suitably experienced organisations or individuals to provide financial support, information, advice and guidance to people resident from the borough of Hartlepool. The Service will be provided outreach across Hartlepool Borough Council Community Hubs.

The aim of the Service is to provide free, confidential, independent, impartial, high quality advice with a focus on but not limited to:

Personal Independence Payments

Attendance Allowance

Council Tax Support

Negotiating housing payments

Universal Credit,

Carers Allowance,

Pension credit,

Tax credit,

Employment and support allowance,

Disability living allowance

Applications and appeals

Debt including bankruptcy/negotiating with creditors/IVAs

Advocacy for people unable to advocate for themselves in benefit appeals

Support to access advocacy services to support in benefit appeals.

The Service will be adaptable to change to meet future changes in relevant legalisation.

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

This contract is subject to renewal

No

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: No

**II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

5 February 2025

Local time

2:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.7) Conditions for opening of tenders**

Date

5 February 2025

Local time

2:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Hartlepool Borough Council

Hartlepool

TS24 8AY

Country

United Kingdom