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Tender

NUN - Probate Case Support for Empty Properties (Concession contract)

Nuneaton and Bedworth Borough Council

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

Notice identifier: 2026/S 000-000417

Procurement identifier (OCID): ocds-h6vhtk-05ff8d

Published 5 January 2026, 3:54pm

Scope

Reference

NUN - 25046

Description

This specification outlines the requirements for a Probate Specialist to support the Council's Empty Property Team in managing properties that are F Class Council Tax exempt due to probate, as well as other properties that are stuck in probate. The specialist will assist in verifying exemption eligibility, engaging with property owners or next of kin, and facilitating the resolution of probate related issues to bring properties back into use. This would be a concession contract; the data shared between parties will be used for helping bring back empty properties to use. The probate specialist will use the data to offer advice, separate to the council, and engaging with the owner to see what support can be offered. This partnership would seek to bring change to the borough through no cost to the council. For further information please see tender document pack.

Total value (estimated)

- £498,000 excluding VAT
- £597,600 including VAT

Below the relevant threshold

Contract dates (estimated)

- 16 March 2026 to 15 March 2028
- Possible extension to 15 March 2030
- 4 years

Description of possible extension:

1 year + 1 year extension option

Main procurement category

Services

CPV classifications

- 79100000 - Legal services
- 79110000 - Legal advisory and representation services
- 79111000 - Legal advisory services
- 79720000 - Investigation services

Contract locations

- UKG13 - Warwickshire

Submission

Tender submission deadline

4 February 2026, 12:00pm

Submission address and any special instructions

<http://www.csw-jets.co.uk>

Tenders may be submitted electronically

Yes

Award criteria

Price 35% and quality 65% as per document 1 in the tender pack.

Procedure

Procedure type

Below threshold - open competition

Special regime

Concession

Documents

Associated tender documents

<http://www.csw-jets.co.uk>

Tender portal link above where tender project and associated documents available.

Contracting authority

Nuneaton and Bedworth Borough Council

- Public Procurement Organisation Number: PGMR-4581-NPWJ

Town Hall, Coton Road

NUNEATON

CV11 5AA

United Kingdom

Email: Procurement@nuneatonandbedworth.gov.uk

Region: UKG13 - Warwickshire

Organisation type: Public authority - sub-central government