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Tender

## **Supplemental Procurement of the Housing Loss Prevention Advice Services from August 2023**

The Legal Aid Agency

F02: Contract notice

Notice identifier: 2023/S 000-003601

Procurement identifier (OCID): ocds-h6vhtk-03a338

Published 6 February 2023, 3:02pm

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

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

The Legal Aid Agency

102 Petty France

London

SW1H 9AJ

#### **Email**

[civiltenders@justice.gov.uk](mailto:civiltenders@justice.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UKI32 - Westminster

#### **Internet address(es)**

Main address

<https://www.gov.uk/government/organisations/legal-aid-agency>

Buyer's address

<https://www.gov.uk/government/organisations/legal-aid-agency>

### **I.3) Communication**

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

<https://www.gov.uk/government/organisations/legal-aid-agency>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://legalaids.bravosolution.co.uk/>

Tenders or requests to participate must be submitted to the above-mentioned address

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

Ministry or any other national or federal authority

### **I.5) Main activity**

Other activity

other public services

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## **Section II: Object**

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

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

Supplemental Procurement of the Housing Loss Prevention Advice Services from August 2023

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

- 79100000 - Legal services

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

Services

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

The Legal Aid Agency (“LAA”) is inviting Tenders to deliver the publicly funded Housing Loss Prevention Advice Services (“HLPAS”) to commence on 1 August 2023. Successful Applicants will be awarded a Schedule to provide HLPAS Contract Work.

Schedules will form part of the 2018 Standard Civil Contract (“2018 Contract”) which is the primary contractual arrangement between the LAA and contracted organisations delivering civil legal aid services.

It will be a requirement that holders of a HLPAS Schedule hold a 2018 Contract which includes a specific authorisation to conduct Housing and Debt Contract Work (“2018 Housing and Debt Contract”) i.e. the face-to-face delivery of legal aid advice on Housing & Debt matters that are not covered by HLPAS.

#### **HLPAS Contract Work**

The LAA is inviting Tenders for the delivery of HLPAS Contract Work which is set out in the HLPAS Information for Applicants (“HLPAS IFA”)

#### **2018 Housing and Debt Contract**

The LAA is inviting also Tenders for the delivery of Housing and Debt Contract Work which is set out in the Housing & Debt Information for Applicants (“Housing and Debt IFA”)

Applicants should note that to be eligible to Tender for a 2018 Housing and Debt Contract

as part of this procurement process they must also submit a compliant Tender to deliver HLPAS Contract Work (a “HLPAS ITT Response”).

### **II.1.5) Estimated total value**

Value excluding VAT: £338,002.20

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

### **II.2.1) Title**

Bedford

Lot No

1 - Bedford

### **II.2.2) Additional CPV code(s)**

- 79100000 - Legal services

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

NUTS codes

- UKH24 - Bedford

Main site or place of performance

Bedford County Court and Family Court

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

Bedford HLPAS Contract Work

### **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

13

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

### **II.2.14) Additional information**

Price will not be assessed as part of this procurement

## **II.2) Description**

### **II.2.1) Title**

Birkenhead

Lot No

2 - Birkenhead

### **II.2.2) Additional CPV code(s)**

- 79100000 - Legal services

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

NUTS codes

- UKD74 - Wirral

Main site or place of performance

Birkenhead County Court and Family Centre

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

Birkenhead HLPAS Contract Work

#### **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

13

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

#### **II.2.14) Additional information**

Price will not be assessed as part of this procurement

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

#### **II.2.1) Title**

Crewe

Lot No

3 - Crewe

**II.2.2) Additional CPV code(s)**

- 79100000 - Legal services

**II.2.3) Place of performance**

NUTS codes

- UKG24 - Staffordshire CC

Main site or place of performance

Crewe County Court and Family Court

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

Crewe HLPAS Contract Work

**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

13

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

#### **II.2.14) Additional information**

Price will not be assessed as part of this procurement

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

#### **II.2.1) Title**

Darlington

Lot No

4 - Darlington

#### **II.2.2) Additional CPV code(s)**

- 79100000 - Legal services

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

NUTS codes

- UKC13 - Darlington

Main site or place of performance

Darlington County Court and Family Court

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

Darlington HLPAS Contract Work

#### **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

### **II.2.14) Additional information**

Price will not be assessed as part of this procurement

## **II.2) Description**

### **II.2.1) Title**

Dartford

Lot No

5 - Dartford

### **II.2.2) Additional CPV code(s)**

- 79100000 - Legal services

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

NUTS codes

- UKJ4 - Kent

Main site or place of performance

Dartford County Court and Family Court

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

Dartford HLPAS Contract Work

**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

13

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

**II.2.14) Additional information**

Price will not be assessed as part of this procurement

**II.2) Description**

**II.2.1) Title**

Durham

Lot No

6 - Durham

**II.2.2) Additional CPV code(s)**

- 79100000 - Legal services

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

NUTS codes

- UKC14 - Durham CC

Main site or place of performance

Durham County Court and Family Court

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

Durham HLPAS Contract Work

### **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

13

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

### **II.2.14) Additional information**

Price will not be assessed as part of this procurement

## **II.2) Description**

### **II.2.1) Title**

High Wycombe

Lot No

7 - High Wycombe

### **II.2.2) Additional CPV code(s)**

- 79100000 - Legal services

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

NUTS codes

- UKJ13 - Buckinghamshire CC

Main site or place of performance

High Wycombe County Court and Family Court

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

High Wycombe HLPAS Contract Work

### **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

13

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

### **II.2.14) Additional information**

Price will not be assessed as part of this procurement

## **II.2) Description**

### **II.2.1) Title**

Hull

Lot No

8 - Hull

### **II.2.2) Additional CPV code(s)**

- 79100000 - Legal services

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

NUTS codes

- UKE11 - Kingston upon Hull, City of

Main site or place of performance

Kingston-upon-Hull Combined Court Centre

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

Hull HLPAS Contract Work

### **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

13

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

### **II.2.14) Additional information**

Price will not be assessed as part of this procurement

## **II.2) Description**

### **II.2.1) Title**

Liverpool

Lot No

9 - Liverpool

### **II.2.2) Additional CPV code(s)**

- 79100000 - Legal services

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

NUTS codes

- UKD72 - Liverpool

Main site or place of performance

Liverpool Civil and Family Court

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

Liverpool HLPAS Contract Work

#### **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

13

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

#### **II.2.14) Additional information**

Price will not be assessed as part of this procurement

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

#### **II.2.1) Title**

Teesside

Lot No

10 - Teesside

**II.2.2) Additional CPV code(s)**

- 79100000 - Legal services

**II.2.3) Place of performance**

NUTS codes

- UKC2 - Northumberland and Tyne and Wear

Main site or place of performance

Teesside Combined Court Centre

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

Teesside HLPAS Contract Work

**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

13

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

### **II.2.14) Additional information**

Price will not be assessed as part of this procurement

## **II.2) Description**

### **II.2.1) Title**

Telford

Lot No

11 - Telford

### **II.2.2) Additional CPV code(s)**

- 79100000 - Legal services

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

NUTS codes

- UKG22 - Shropshire CC

Main site or place of performance

Telford County Court and Family Court

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

Telford HLPAS Contract Work

### **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

### **II.2.14) Additional information**

Price will not be assessed as part of this procurement

## **II.2) Description**

### **II.2.1) Title**

Wigan

Lot No

12 - Wigan

### **II.2.2) Additional CPV code(s)**

- 79100000 - Legal services

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

NUTS codes

- UKD3 - Greater Manchester

Main site or place of performance

Wigan County Court and Family Court

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

Wigan HLPAS Contract Work

**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

13

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

**II.2.14) Additional information**

Price will not be assessed as part of this procurement

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**Section III. Legal, economic, financial and technical information**

**III.2) Conditions related to the contract**

**III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

## **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

1 March 2023

Local time

12:00pm

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

English

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

Date

1 March 2023

Local time

12:01pm

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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**

Legal Aid Agency

102 Petty France

London

SW1H 9AJ

Country

United Kingdom

#### **VI.4.2) Body responsible for mediation procedures**

Legal Aid Agency

102 Petty France

London

SW1H 9AJ

Email

[civiltenders@justice.gov.uk](mailto:civiltenders@justice.gov.uk)

Country

United Kingdom

#### **VI.4.4) Service from which information about the review procedure may be obtained**

Legal Aid Agency

102 Petty France

London

SW1H 9AJ

Country

United Kingdom