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Tender

## **Energy Advice Service (HDG/2026/1006)**

Stoke-on-Trent City Council

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

Notice identifier: 2026/S 000-004246

Procurement identifier (OCID): ocds-h6vhtk-060873

Published 19 January 2026, 11:01am

### **Scope**

### **Reference**

HDG/2026/1006

### **Description**

This opportunity is for a provider to work in partnership with Stoke on Trent City Council to provide an Energy Advice Service for the city. The provider will support the development and delivery of programmes to improve energy efficiency, reduce fuel poverty and to reduce the negative health impact of cold homes.

Please note, the final 3 years of this service are subject to funding.

### **Total value (estimated)**

- £262,000 including VAT

Above the relevant threshold

## **Contract dates (estimated)**

- 1 April 2026 to 31 March 2031
- 5 years

## **Main procurement category**

Services

## **CPV classifications**

- 71314300 - Energy-efficiency consultancy services

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## **Participation**

### **Particular suitability**

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

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## **Submission**

### **Tender submission deadline**

16 February 2026, 12:00pm

**Submission address and any special instructions**

<https://procontract.due-north.com/Advert?advertId=7c98ab6c-0df5-f011-813c-005056b64545&p=08c1102f-61ba-e711-80e6-005056b64545>

**Tenders may be submitted electronically**

Yes

**Languages that may be used for submission**

English

**Award decision date (estimated)**

16 March 2026

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**Award criteria**

Name	Description	Type	Weighting
Technical (Quality)	<p>Technical (Quality) Evaluation The 70 marks for the Technical (Quality) evaluation is further broken down into a number of sub-criteria as follows:</p> <ul style="list-style-type: none"> <li>25 marks - Approach &amp; Methodology 15 marks</li> <li>- Case Studies 5 marks</li> <li>- Project Plan 5 marks</li> <li>- Project Team 10 marks</li> <li>- Added Value 10 marks</li> <li>- Social Value</li> </ul> <p>The score for each of the above technical criteria will be arrived at by applying the mechanism detailed below:</p> <ul style="list-style-type: none"> <li>Scoring mechanism Score 5 marks - where the evidence demonstrates that all of the tender requirements have been met. Response provided is excellent.</li> <li>Score 4 marks - where the evidence demonstrates that most of the tender requirements have been met. Response provided is good.</li> <li>Score 3 marks - where the evidence demonstrates that some of the tender requirements have been met. Response provided is satisfactory.</li> <li>Score 2 marks - where the evidence demonstrates clear gaps in meeting the</li> </ul>	Quality	70%

Name	Description	Type	Weighting
	<p>tender requirements and is not comprehensive.</p> <p>Response provided is below average. Score 1 mark - where the evidence demonstrates a significant flaw in meeting the tender requirements.</p> <p>Response provided is poor Score 0 marks - where no information is provided for the relevant criteria</p>		
Commercial	<p>The 30 marks applicable to the Commercial (Price) evaluation will be calculated using the following formulae:</p> <p>Lowest total tender price divided by bidders total tender price (ie the bid under consideration)</p> <p>multiplied by 30 = marks awarded. (For clarity the total commercial score will be to 2 decimal places)</p>	Price	30%

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## Other information

### Conflicts assessment prepared/revised

Yes

## Procedure

### Procedure type

Open procedure

### Justification for not publishing a preliminary market engagement notice

Premarket engagement was carried out by the commissioner.

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## Contracting authority

### **Stoke-on-Trent City Council**

- Public Procurement Organisation Number: PDQZ-1442-RZTZ

Civic Centre, Glebe Street

Stoke-on-Trent

ST4 1HH

United Kingdom

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Website: <http://www.stoke.gov.uk>

Region: UKG23 - Stoke-on-Trent

Organisation type: Public authority - sub-central government