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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

Participation

Particular suitability

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

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

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: 25 marks - Approach & Methodology 15 marks - Case Studies 5 marks - Project Plan 5 marks - Project Team 10 marks - Added Value 10 marks - Social Value</p> <p>The score for each of the above technical criteria will be arrived at by applying the mechanism detailed below: Scoring mechanism</p> <p>Score 5 marks - where the evidence demonstrates that all of the tender requirements have been met. Response provided is excellent.</p> <p>Score 4 marks - where the evidence demonstrates that most of the tender requirements have been met. Response provided is good.</p> <p>Score 3 marks - where the evidence demonstrates that some of the tender requirements have been met. Response provided is satisfactory.</p> <p>Score 2 marks - where the evidence demonstrates clear gaps in meeting the</p>	Quality	70%

Name	Description	Type	Weighting
	<p>tender requirements and is not comprehensive. 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> $\frac{\text{Lowest total tender price}}{\text{bidders total tender price (ie the bid under consideration)}} \times 30 = \text{marks awarded. (For clarity the total commercial score will be to 2 decimal places)}$	Price	30%

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.

Contracting authority

Stoke-on-Trent City Council

- Public Procurement Organisation Number: PDQZ-1442-RZTZ

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Stoke-on-Trent

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United Kingdom

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Region: UKG23 - Stoke-on-Trent

Organisation type: Public authority - sub-central government