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Tender

## **2025 - 1074 - Independent Disrepair Surveying Services**

Citizen Housing Group Ltd

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

Notice identifier: 2026/S 000-006575

Procurement identifier (OCID): ocds-h6vhtk-060e53

Published 26 January 2026, 11:50am

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### **Scope**

### **Description**

PLEASE NOTE: This is a closed, invite only process.

Citizen would like to appoint a Strategic Partner for potentially a period of 2 years (12 Months + 12 Months). The initial term will be 12 Months with an optional extension to extend on the basis of contract performance. We intend to enter into a contract for a range of disrepair surveying services and advice including but not limited to:

- To carryout comprehensive disrepair surveys in connection with s11 Landlord & Tenant Claims. Inspections to include date stamped photos of all elevations and for each alleged items of disrepair, including an inspection of the roof space (loft) where applicable.
- To provide and submit detailed and fully compliant CPR Part 35 Expert Reports including appendices with date stamped photos for the purposes of the courts.
- To prepare a fully costed (Natfed) schedule of works in connection with the disrepair claim.

The estimated value of the Project is between £60,000-£80,000 per annum (p.a.), and a maximum £160,000 (Inc. VAT) over the duration of the agreement. There is no guarantee of orders being placed during the contract and Citizen do not guarantee a minimum order quantity, the aforementioned figures act as a guide of a maximum spend cap permitted through the contract.

If you wish to express an interest in this project please ensure you are registered and logged into our Portal. The `Express Interest` button will only appear on the Tender Management page if you are logged in.

Applicants are advised to ensure that they do not base their submission on discussions with any other member of Citizen Staff. If you require any clarification on matters contained within the Tender Documents, you must do so via Correspondence of the Citizen E-Procurement portal. Failure to observe this requirement may result in your bid being eliminated.

Please note that in the case of tender clarifications where appropriate, answers will be circulated to all tenderers.

NB: Should you require assistance or clarification on the use of In-Tend, please contact In-Tend support on 0845 557 8079 / +44 (0) 114 407 0065.

You must upload your bid by using the `Attach Documents` button and your return must be submitted via `Submit Return` on the Citizen E-Procurement portal before the deadline date provided in the project details. You will have the option to modify your bid up until the deadline.

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

- £180,000 including VAT

Below the relevant threshold

### **Contract dates (estimated)**

- 1 March 2026 to 26 February 2027
- Possible extension to 29 February 2028

- 2 years

Description of possible extension:

Initial term is 12 months, with the option to extend by a further 12 months.

## **Main procurement category**

Services

## **CPV classifications**

- 71315300 - Building surveying services
- 71355000 - Surveying services
- 79311000 - Survey services

## **Contract locations**

- UKG - West Midlands (England)

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## **Participation**

### **This procurement is reserved for**

Suppliers from West Midlands

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## Submission

### Tender submission deadline

6 February 2026, 12:00pm

### Submission address and any special instructions

This is a closed process (invite only) - all submissions are to be submitted via the Citizen In-tend portal. <https://in-tendhost.co.uk/citizenhousing.aspx/home>

### Tenders may be submitted electronically

Yes

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## Award criteria

Price per Quality Point (PQP) - this is where the tenderer's submitted cost is divided by their total scored weighted quality points. The lowest PQP score is then the best.

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## Procedure

### Procedure type

Below threshold - open competition

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## Contracting authority

### **Citizen Housing Group Ltd**

- Charity Commission (England and Wales): 8181

4040 Lakeside

Birmingham

B377YN

United Kingdom

Email: [Procurement@citizenhousing.org.uk](mailto:Procurement@citizenhousing.org.uk)

Website: <http://www.citizenhousing.org.uk>

Region: UKG32 - Solihull

Organisation type: Public undertaking (commercial organisation subject to public authority oversight)