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Tender

## **Housing Loss Prevention Advice Service 2025**

The Legal Aid Agency

F02: Contract notice

Notice identifier: 2025/S 000-006591

Procurement identifier (OCID): ocds-h6vhtk-04e60c

Published 21 February 2025, 10:50am

### **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**

UK - United Kingdom

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

Main address

<https://www.gov.uk/government/publications/housing-loss-prevention-advice-services-2025>

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

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

<https://www.gov.uk/government/publications/housing-loss-prevention-advice-services-2025>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://legaid.bravosolution.co.uk/web/login.shtml>

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**

General public services

## **Section II: Object**

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

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

Housing Loss Prevention Advice Service 2025

#### **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 HLPAS from 1 June 2025 under the 2024 Standard Civil Contract (“2024 Contract”) for the following HLPAS Areas:

Kidderminster, Redditch, Worcester

Slough

Uxbridge

Winchester

In addition, the LAA is inviting Tenders to deliver HLPAS from 1 September 2025 under the 2024 Contract for the following HLPAS Areas:

Barnsley

Bury St Edmunds

Grimsby

Guildford

Lancaster

Wigan

Wolverhampton

It is a requirement that holders of a HLPAS Schedule hold a 2024 Contract which includes a specific authorisation to conduct Housing and Debt Contract Work (“2024 Housing and Debt Contract”) i.e. the delivery of legal aid advice on Housing & Debt matters that are not covered by HLPAS.

#### **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**

Barnsley HLPAS Area

Lot No

Barnsley

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

- 79100000 - Legal services

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

NUTS codes

- UKE31 - Barnsley, Doncaster and Rotherham

Main site or place of performance

Barnsley law courts

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

Barnsley 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.2.6) Estimated value**

Value excluding VAT: £11,500

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Start date

1 September 2025

End date

30 June 2026

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) Description**

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

Bury St Edmunds HLPAS Area

Lot No

Bury St Edmunds

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

- 79100000 - Legal services

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

NUTS codes

- UKH14 - Suffolk

Main site or place of performance

Bury St Edmunds Court

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

Bury St Edmunds 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.2.6) Estimated value**

Value excluding VAT: £2,000

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Start date

1 June 2025

End date

30 June 2026

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) Description**

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

Grimsby HLPAS Area

Lot No

Grimsby

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

- 79100000 - Legal services

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

NUTS codes

- UKF30 - Lincolnshire

Main site or place of performance

Great Grimsby Combined Court Centre

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

Grimsby 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.2.6) Estimated value**

Value excluding VAT: £21,500

**II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Start date

1 September 2025

End date

30 June 2026

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) Description**

**II.2.1) Title**

Guildford HLPAS Area

Lot No

Guildford

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

- 79100000 - Legal services

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

NUTS codes

- UKJ25 - West Surrey

Main site or place of performance

Guildford County Court

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

Guildford 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.2.6) Estimated value**

Value excluding VAT: £8,000

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Start date

1 September 2025

End date

30 June 2026

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) Description**

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

Kidderminster, Redditch, Worcester HLPAS Area

Lot No

Kidderminster, Redditch, Worcester

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

- 79100000 - Legal services

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

NUTS codes

- UKG12 - Worcestershire

Main site or place of performance

Hereford County Court and Family Court and Worcester Combined Court

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

Kidderminster, Redditch, Worcester 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.2.6) Estimated value**

Value excluding VAT: £31,000

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Start date

1 June 2025

End date

30 June 2026

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) Description**

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

Lancaster HLPAS Area

Lot No

Lancaster

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

- 79100000 - Legal services

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

NUTS codes

- UKD44 - Lancaster and Wyre

Main site or place of performance

Lancaster Magistrates Court

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

Lancaster 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.2.6) Estimated value**

Value excluding VAT: £1,500

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Start date

1 September 2025

End date

30 June 2026

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) Description**

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

Wigan HLPAS Area

Lot No

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.2.6) Estimated value**

Value excluding VAT: £20,000

**II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Start date

1 September 2025

End date

30 June 2026

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) Description**

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

Wolverhampton HLPAS Area

Lot No

Wolverhampton

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

- 79100000 - Legal services

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

NUTS codes

- UKG39 - Wolverhampton

Main site or place of performance

Wolverhampton Combined Court Centre

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

Wolverhampton 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.2.6) Estimated value**

Value excluding VAT: £50,000

## **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Start date

1 September 2025

End date

30 June 2026

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) Description**

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

Slough HLPAS Area

Lot No

Slough

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

- 79100000 - Legal services

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

NUTS codes

- UKJ11 - Berkshire

Main site or place of performance

Slough County Court and Family Court

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

Slough 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.2.6) Estimated value**

Value excluding VAT: £26,500

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Start date

1 June 2025

End date

30 June 2026

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) Description**

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

Uxbridge HLPAS Area

Lot No

Uxbridge

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

- 79100000 - Legal services

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

NUTS codes

- UKI74 - Harrow and Hillingdon

Main site or place of performance

Uxbridge County Court and Family Court

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

Uxbridge 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.2.6) Estimated value**

Value excluding VAT: £35,000

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Start date

1 June 2025

End date

30 June 2026

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) Description**

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

Winchester HLPAS Area

Lot No

Winchester

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

- 79100000 - Legal services

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

NUTS codes

- UKJ3 - Hampshire and Isle of Wight

Main site or place of performance

Winchester Combined Court Centre

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

Winchester 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.2.6) Estimated value**

Value excluding VAT: £5,000

**II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Start date

1 June 2025

End date

30 June 2026

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

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## **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

25 March 2025

Local time

5:00pm

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

Welsh, English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Tender must be valid until: 25 March 2025

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

Date

25 March 2025

Local time

5:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.3) Additional information**

Any 'appeals' will be subject to review by the LAA in the first instance and where necessary referral will be made to CEDR and its staff.

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Legal Aid Agency

102 Petty France

London

SW1H 9AJ

Email

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

Country

United Kingdom

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

Legal Aid Agency

102 Petty France

London

SW1H 9AJ

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