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Planning

## **Round 2 of Market Engagement for Property Legal Services 3**

Department for Work and Pensions

F01: Prior information notice

Prior information only

Notice identifier: 2025/S 000-006800

Procurement identifier (OCID): ocds-h6vhtk-04e6be

Published 21 February 2025, 2:13pm

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

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

Department for Work and Pensions

Quarry House, Quarry Hill

Leeds

LS2 &UA

#### **Email**

[luke.rowlands@dwp.gov.uk](mailto:luke.rowlands@dwp.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.gov.uk/government/organisations/department-for-work-pensions>

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

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

National or federal Agency/Office

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

Round 2 of Market Engagement for Property Legal Services 3

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

- 79100000 - Legal services

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

Services

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

The Department for Work and Pensions (the “Department”) awarded a contract for Property Legal Services in 2022, and this contract is due to end in August 2025.

It is anticipated that a new contract is likely to commence in August 2025.

Should the Department commence a procurement, the new contract will be procured as a light touch contract under the Procurement Act 2023. Support will be available to suppliers unfamiliar with the new regulations.

Following an initial round of market engagement where potential suppliers were asked to express their interest, the Department is now keen to engage with organisations in the Property Legal Services field, to help increase efficiency for central government spending to deliver best commercial outcomes.

The Department requests that potential suppliers provide answers to the questions in below.

Q1. Please indicate which of the following services could be charged on a fixed fee basis.

- Acquisitions / Disposal (Excluding ‘Licence to Occupy’)
- Development, Town Planning, CPO, Party Wall, Wayleaves & Boundary Advice
- Dilapidations
- Deed of variations

- General Estates and Property Management Advice & Litigation
- Lease Renewals
- Service Requirement
- Licence for Alterations
- Rent Reviews
- Landlord Consents
- Lease Breaks/Notices

Q2. Where appropriate, please provide the rationale to your responses to question number 1, including the advantages or disadvantages of this approach.

- Acquisitions / Disposal (Excluding 'Licence to Occupy')
- Development, Town Planning, CPO, Party Wall, Wayleaves & Boundary Advice
- Dilapidations
- Deed of variations
- General Estates and Property Management Advice & Litigation
- Lease Renewals
- Service Requirement
- Licence for Alterations
- Rent Reviews
- Landlord Consents
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Q3. Please provide appropriate comments on the level of insurance you consider to be necessary for the following criteria:

- Public Indemnity (minimum and maximum per year)

- Professional Indemnity (minimum and maximum per year)
- Employer's Liability (minimum and maximum per year)
- Liability Cap (Maximum per claim, per year)

Disclaimer: Please note this notice is for market engagement purposes only. It does not signify the commencement of any procurement process and does not constitute any commitment by the Department. A separate notice(s) will be published at the relevant time should the Department decide to commence any procurement(s).

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

This contract is divided into lots: No

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

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

- 79111000 - Legal advisory services

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

NUTS codes

- UK - United Kingdom

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

##### **CONTRACT REQUIREMENT**

DWP intends to award a new contract to provide property legal services which will commence on or around 1st September 2025. The contract will be for an initial 3-year term, with 2 x up to 12-month optional extension periods, however, please note that this is subject to change to change.

Legal services consumed by the Department as and when required, including, but not limited to:

- Property Management Advice
- Acquisition & Disposal
- Lease & Licence renewals – where the Customer is the Tenant or Landlord. Extends to documenting TAW's, S25/26 processing etc.

- Landlords Consent
- Deed of Variation
- Break Options & Surrenders (NB, the Department has undergone two large-scale exit programmes during the course of the current contract and those instructions have not been included in this table)
- Development, Town Planning, CPO, Party Walls, Boundary Advice
- Dilapidations
- Miscellaneous Licencing- Scaffolding, carparks, soil samples, cranes
- Wayleaves
- Construction Advice
- Rent reviews – where the Customer is the Tenant or Landlord

Primary Services are services necessary to the day-today running of the contract including but not limited to:

- Contract Management
- Supplier Personnel
- Performance Management
- (Provision of) Legal Portal and Data Assurance

### **II.3) Estimated date of publication of contract notice**

17 March 2025

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No

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## Section VI. Complementary information

### VI.3) Additional information

Suppliers Instructions:

How to Express Interest in this Tender:

1. Register on the eSourcing portal (this is only required once):

<https://dwp.bravosolution.co.uk> & click the link to register - Accept the terms & conditions & click 'continue' - Enter your correct business & user details - Note your chosen username & click 'Save'. You will receive an email with your password (keep this secure)

2. Express an Interest in the tender - Login to the portal with the username/password - Click the 'PQQs / ITTs Open To All Suppliers' link. (These are Pre-Qualification Questionnaires or Invitations to Tender open to any registered supplier) - Click on the relevant exercise to access the content. - Click the 'Express Interest' button at the top of the page. - This will move the PQQ /ITT into your 'My PQQs/ My ITTs' page. (A secure area reserved for your projects only) -You can now access any attachments by clicking 'Buyer Attachments' in the 'PQQ/ ITT Details' box

3. Responding to the tender - Click 'My Response' under 'PQQ/ ITT Details', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if declining) - You can now use the 'Messages' function to communicate with the buyer and seek any clarification - Note the deadline for completion. Follow the onscreen instructions to complete the PQQ/ ITT - There may be a mixture of online & offline actions to complete (detailed online help available). To submit your reply use the 'Submit Response' button (top of the page).

For further assistance please consult the online help, or the eTendering help desk.

DWP expressly reserves the rights(i)to use a reverse auction; (ii)to cancel this procurement at any stage; (iii)to not award any contract as a result of the procurement process commenced by publication of this notice; (iv)and in no circumstances will DWP be liable for any costs incurred by potential suppliers.