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Planning

## **Request for Information: Workplace Adjustments Related Services**

The Police and Crime Commissioner for Warwickshire

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-007883

Procurement identifier (OCID): ocds-h6vhtk-04e96d

Published 4 March 2025, 3:03pm

### **Scope**

### **Reference**

WP25-0014

### **Description**

Warwickshire Police is a Disability Confident leader and has a duty to provide workplace adjustments for its workforce. We currently have a variety of arrangements in place to provide support covering DSE assessments, neurodiversity diagnosis and associated workplace adjustments.

We have been undertaking a review of our workplace adjustment process and all associated 3rd party arrangements and wish to understand what alternative supplier offerings may exist. We would therefore like to invite suppliers to provide a summary of their relevant experience in this field and some indicative cost information. We may then seek to invite suitably experienced providers to participate in a competitive tendering exercise.

This is a preliminary market engagement exercise and is purely for the purpose of information gathering in order to inform the procurement strategy going forward.

Expressions of interest can be responded for one or both types of assessments and associated services:

#### Neurodiversity workplace needs assessments

- Assessments – These must be carried out by a qualified workplace needs assessor who has experience of supporting neurodiverse people in the workplace.
- Reports – Detailing suitable recommendations of support. Workplace adjustment discussions should be available to the organisation for consideration as to what can be reasonably implemented.
- Supporting individuals with access to work applications, where relevant.
- Coaching and mentoring provision for neurodiverse members of our workforce.
- Provision of assistive technology training.

#### DSE Assessments

- Undertaking of Display Screen Equipment Assessments
- DSE Reports – Detailing suitable recommendations of support. Workplace adjustment discussions should be available to the organisation for consideration as to what can be reasonably implemented.
- Sourcing of DSE related equipment.
- Delivery and set up of equipment including any training of usage.

All expressions of interest should be made via the Warwickshire Police In-tend tendering portal accessible via the In-tend Bluelight Hub: <https://sell2.in-tend.co.uk/blpd/home>. You can view the tender details via the `Tenders` tab. However to view the procurement documents you must register/ log in. To register please go to the `Portals` section and select Warwickshire Police to get to our tender portal. If you are already registered, simply log in and go the `Tenders` section to access the tender and the documents.

Any questions relating to this procurement procedure must be made via the Correspondence function on the In-tend portal.

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

- 1 September 2025 to 1 September 2026
- 1 year, 1 day

### **Main procurement category**

Services

### **CPV classifications**

- 79411000 - General management consultancy services
- 79417000 - Safety consultancy services
- 98200000 - Equal opportunities consultancy services

### **Contract locations**

- UKG1 - Herefordshire, Worcestershire and Warwickshire
- UKG13 - Warwickshire

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## **Engagement**

### **Engagement deadline**

29 March 2025

### **Engagement process description**

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## **Participation**

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Publication date of tender notice (estimated)**

2 July 2025

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## **Contracting authority**

## **The Police and Crime Commissioner for Warwickshire**

- Public Procurement Organisation Number: PXNY-4251-DZLZ

Warwickshire Police Headquarters

Leek Wootton

CV35 7QB

United Kingdom

Email: [procurement@warwickshire.police.uk](mailto:procurement@warwickshire.police.uk)

Region: UKG13 - Warwickshire

Organisation type: Public authority - central government