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Tender

Face to Face Education legal advice services procurement process

The Legal Aid Agency

F02: Contract notice

Notice identifier: 2021/S 000-008411

Procurement identifier (OCID): ocds-h6vhtk-02a84c

Published 20 April 2021, 10:55pm

Section I: Contracting authority

I.1) Name and addresses

The Legal Aid Agency

102 Petty France

London

SW1H 9AJ

Email

civiltenders@justice.gov.uk

Country

United Kingdom

NUTS code

UKI - London

Internet address(es)

Main address

<https://www.gov.uk/government/organisations/legal-aid-agency>

I.3) Communication

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

<https://www.gov.uk/government/publications/civil-tender-activity-2021>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://legalaidsolution.co.uk/>

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

Other activity

Other public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Face to Face Education legal advice services procurement process

II.1.2) Main CPV code

- 79100000 - Legal services

II.1.3) Type of contract

Services

II.1.4) Short description

The LAA has opened a procurement opportunity to deliver face to face education legal advice for services to commence as soon as possible in June and no later than 1 July 2021.

The LAA is particularly interested in receiving Tenders from organisations who are willing and able to accept direct referrals from the Civil Legal Advice (CLA) telephone helpline on Thursday and/or Friday each week.

The deadline for the submission of tenders under this procurement process is 5pm on 20 May 2021.

To submit a complete tender under this process organisations must submit a response to both: • The Selection Questionnaire (SQ); and • The Invitation To Tender (ITT).

The Information for Applicants (IFA) document is available in the 'documents' section at the top of this page. The IFA provides full details about the procurement process, including the criteria that Applicants must meet, and the timetables for when services are to commence.

Contract documentation is available on the 2018 Standard Civil Contract page.

Tender responses must be made online through the e-Tendering system.

A helpline has been set up to support you if you have technical problems with the e-Tendering system; 0800 069 8630.

If you have any questions about the procurement process or the IFA document, these must be raised through the e-Tendering system by 23:59 on 4 May 2021.

Questions of wider interest will be collated and answered through a frequently asked questions document which will be published on this webpage during the week commencing 10 May 2021.

II.1.5) Estimated total value

Value excluding VAT: £61,200

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

Main site or place of performance

England and Wales only

II.2.4) Description of the procurement

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II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 100

Cost criterion - Name: price / Weighting: 0

II.2.6) Estimated value

Value excluding VAT: £61,200

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

End date

31 August 2022

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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

20 May 2021

Local time

5:00pm

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

English

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

Tender must be valid until: 20 May 2021

IV.2.7) Conditions for opening of tenders

Date

20 May 2021

Local time

6:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Legal Aid Agency

102 Petty France

London

SW1H 9AJ

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

Centre for Effective Dispute Resolution (CEDR)

70 Fleet Street

London

EC4Y 1EU

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