

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/009037-2025>

Planning

## **Disabled Persons Housing Service**

Aberdeenshire Council

F01: Prior information notice

Prior information only

Notice identifier: 2025/S 000-009037

Procurement identifier (OCID): ocids-h6vhtk-04ec47

Published 12 March 2025, 3:14pm

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

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

Aberdeenshire Council

Woodhill House, Westburn Road

Aberdeen

AB16 5GB

#### **Email**

[jennifer.stewart@aberdeenshire.gov.uk](mailto:jennifer.stewart@aberdeenshire.gov.uk)

#### **Telephone**

+44 1467539600

#### **Country**

United Kingdom

#### **NUTS code**

UKM50 - Aberdeen City and Aberdeenshire

**Internet address(es)**

Main address

<http://www.aberdeenshire.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00232](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00232)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

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

Regional or local authority

**I.5) Main activity**

Housing and community amenities

---

**Section II: Object**

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

**II.1.1) Title**

Disabled Persons Housing Service

**II.1.2) Main CPV code**

- 85000000 - Health and social work services

**II.1.3) Type of contract**

## Services

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

Aberdeenshire Council requires the provision of a Disabled Persons Housing service which will provide help and support to disabled people with housing needs throughout Aberdeenshire. The service provided will reflect the diversity of the requirements of disabled people and requires to be a comprehensive service providing good quality information, advice, assistance and signposting including advocacy where required. The service will be available to clients in all tenures of housing and therefore the service provider will require to have extensive knowledge in social housing applications and systems and additionally requires knowledge of the private sector.

### **II.1.5) Estimated total value**

Value excluding VAT: £210,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 85000000 - Health and social work services

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

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

Main site or place of performance

Aberdeenshire

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

The service required will be open to individuals with a disability requiring assistance with accessing housing for their individual needs and the provider will work with clients for the specific assistance required. This can entail completing online applications, providing internet access, assistance with homelessness appeals and complaints, including accompanying clients to appointments with the Council and assisting with hospital and prison discharge. The provider will be expected to carry out home visits when required and visits to prison to assist clients with applications.

The scope of the service must support on average 120 clients a year and aim to respond to enquiries within 7 days.

Must have –

- Must have the ability to provide home visits and visits to prisons.
- Must have a sound knowledge of how to apply for social housing with Local Authority and Registered Social Landlords specifically Aberdeenshire.
- Must have a sound knowledge of the private rented sector including applications and dealing with landlords.
- Must have sound communications skills and understanding of disabled client groups including those with mental health issues or learning disabilities.
- Must have sound knowledge of other housing related issues that affect disabled client groups such as homelessness, benefits.
- Must have the knowledge and ability to advocate on behalf of clients at meetings with the local authority services.

#### **II.2.14) Additional information**

Please provide information (in no more than 2 pages) as to how your organisation would deliver this service.

Your response should be emailed to [jennifer.stewart@aberdeenshire.gov.uk](mailto:jennifer.stewart@aberdeenshire.gov.uk) and [billy.wishart@aberdeenshire.gov.uk](mailto:billy.wishart@aberdeenshire.gov.uk) by Tuesday 25th March 2025.

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

1 June 2025

---

### **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

---

## Section VI. Complementary information

### VI.3) Additional information

Please provide information (in no more than 2 pages) as to how your organisation would deliver this service.

Your response should be emailed to [jennifer.stewart@aberdeenshire.gov.uk](mailto:jennifer.stewart@aberdeenshire.gov.uk) and [billy.wishart@aberdeenshire.gov.uk](mailto:billy.wishart@aberdeenshire.gov.uk) by Tuesday 25th March 2025.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at [https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=793113](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=793113).

(SC Ref:793113)