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Tender

## **ID 4789374 DoF - DSO Legal Services Framework**

Departmental Solicitor's Office

F21: Social and other specific services – public contracts

Contract notice

Notice identifier: 2024/S 000-009078

Procurement identifier (OCID): ocds-h6vhtk-044aef

Published 20 March 2024, 3:58pm

The closing date and time has been changed to:

**1 May 2024, 3:00pm**

See the [change notice](#).

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

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

Departmental Solicitor's Office

Lanyon Plaza, Lanyon Place

BELFAST

BT1 3LP

#### **Contact**

SSDAdmin.CPDfinance-ni.gov.uk

#### **Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

**Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.finance-ni.gov.uk/departmental-solicitors-office>

Buyer's address

<https://www.finance-ni.gov.uk/topics/procurement>

**I.3) Communication**

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

<https://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etendersni.gov.uk/epps>

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

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

ID 4789374 DoF - DSO Legal Services Framework

Reference number

ID 4789374

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

- 79100000 - Legal services

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

Services

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

Departmental Solicitors Office (DSO) intends to establish a Framework Agreement for the provision of specified legal services within Northern Ireland, on behalf their clients, the NICS Department and Agencies. The list of participating bodies can be found within Annex A of the Framework Agreement Specification. DSO are the in-house legal provision for the NICS Departments and Agencies. This framework will act as an overflow to the services provided by DSO. DSO and the Client is not obliged to procure services exclusively from this Framework Agreement and are free to either use their own in-house service provision, or to procure services outside this Framework Agreement. The Framework will be used on occasions where DSO is unable to provide the client Departments and Agencies with the legal support required within the client Departments' required timescales or, for specific project work that DSO cannot facilitate within its existing resource. On such occasions this Legal Services Framework will supplement the legal services supplied by DSO. The Framework Agreement will contain five (5) Lots for the provision of legal services as described in the Framework Agreement Specification. The three highest ranked tenderers for each of the 5 Lots will be awarded a place on the Framework Agreement (in the event there is an insufficient number of tenderers which satisfy the qualification criteria and pass the Assessment Criteria for each Lot, a Lot may be established with this lower number of tenderers). Tenderers can tender for one, multiple, or all Lots. There is no restriction on the number of lots a tenderer may be appointed to; however a tenderer must have the capability and capacity to deliver all lots tendered for.

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

Value excluding VAT: £1,333,333

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

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots  
5

## **II.2) Description**

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

Inquiries Law

Lot No

1

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

- 79110000 - Legal advisory and representation services
- 79111000 - Legal advisory services
- 79112000 - Legal representation services
- 79112100 - Stakeholders representation services
- 79140000 - Legal advisory and information services
- 75231100 - Law-courts-related administrative services

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

NUTS codes

- UKN - Northern Ireland

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

Departmental Solicitors Office (DSO) intends to establish a Framework Agreement for the provision of specified legal services within Northern Ireland, on behalf their clients, the NICS Department and Agencies. The list of participating bodies can be found within Annex A of the Framework Agreement Specification. DSO are the in-house legal provision for the NICS Departments and Agencies. This framework will act as an overflow to the services provided by DSO. DSO and the Client is not obliged to procure services

exclusively from this Framework Agreement and are free to either use their own in-house service provision, or to procure services outside this Framework Agreement. The Framework will be used on occasions where DSO is unable to provide the client Departments and Agencies with the legal support required within the client Departments' required timescales or, for specific project work that DSO cannot facilitate within its existing resource. On such occasions this Legal Services Framework will supplement the legal services supplied by DSO. The Framework Agreement will contain five (5) Lots for the provision of legal services as described in the Framework Agreement Specification. The three highest ranked tenderers for each of the 5 Lots will be awarded a place on the Framework Agreement (in the event there is an insufficient number of tenderers which satisfy the qualification criteria and pass the Assessment Criteria for each Lot, a Lot may be established with this lower number of tenderers). Tenderers can tender for one, multiple, or all Lots. There is no restriction on the number of lots a tenderer may be appointed to; however a tenderer must have the capability and capacity to deliver all lots tendered for.

### **II.2.7) Duration of the contract or the framework agreement**

Duration in months

36

### **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**

Corporate and Commercial Law

Lot No

2

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

- 79110000 - Legal advisory and representation services
- 79111000 - Legal advisory services
- 79112000 - Legal representation services
- 79112100 - Stakeholders representation services

- 79140000 - Legal advisory and information services
- 75231100 - Law-courts-related administrative services

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

NUTS codes

- UKN - Northern Ireland

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

Departmental Solicitors Office (DSO) intends to establish a Framework Agreement for the provision of specified legal services within Northern Ireland, on behalf their clients, the NICS Department and Agencies. The list of participating bodies can be found within Annex A of the Framework Agreement Specification. DSO are the in-house legal provision for the NICS Departments and Agencies. This framework will act as an overflow to the services provided by DSO. DSO and the Client is not obliged to procure services exclusively from this Framework Agreement and are free to either use their own in-house service provision, or to procure services outside this Framework Agreement. The Framework will be used on occasions where DSO is unable to provide the client Departments and Agencies with the legal support required within the client Departments' required timescales or, for specific project work that DSO cannot facilitate within its existing resource. On such occasions this Legal Services Framework will supplement the legal services supplied by DSO. The Framework Agreement will contain five (5) Lots for the provision of legal services as described in the Framework Agreement Specification. The three highest ranked tenderers for each of the 5 Lots will be awarded a place on the Framework Agreement (in the event there is an insufficient number of tenderers which satisfy the qualification criteria and pass the Assessment Criteria for each Lot, a Lot may be established with this lower number of tenderers). Tenderers can tender for one, multiple, or all Lots. There is no restriction on the number of lots a tenderer may be appointed to; however a tenderer must have the capability and capacity to deliver all lots tendered for.

### **II.2.7) Duration of the contract or the framework agreement**

Duration in months

36

### **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**

Law relating to Property matters

Lot No

3

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

- 79110000 - Legal advisory and representation services
- 79111000 - Legal advisory services
- 79112000 - Legal representation services
- 79112100 - Stakeholders representation services
- 79140000 - Legal advisory and information services
- 75231100 - Law-courts-related administrative services

**II.2.3) Place of performance**

NUTS codes

- UKN - Northern Ireland

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

Departmental Solicitors Office (DSO) intends to establish a Framework Agreement for the provision of specified legal services within Northern Ireland, on behalf their clients, the NICS Department and Agencies. The list of participating bodies can be found within Annex A of the Framework Agreement Specification. DSO are the in-house legal provision for the NICS Departments and Agencies. This framework will act as an overflow to the services provided by DSO. DSO and the Client is not obliged to procure services exclusively from this Framework Agreement and are free to either use their own in-house service provision, or to procure services outside this Framework Agreement. The Framework will be used on occasions where DSO is unable to provide the client Departments and Agencies with the legal support required within the client Departments' required timescales or, for specific project work that DSO cannot facilitate within its existing resource. On such occasions this Legal Services Framework will supplement the legal services supplied by DSO. The Framework Agreement will contain five (5) Lots for the provision of legal services as described in the Framework Agreement Specification. The three highest ranked tenderers for each of the 5 Lots will be awarded a place on the Framework Agreement (in the event there is an insufficient number of tenderers which satisfy the qualification criteria and pass the Assessment Criteria for each Lot, a Lot may

be established with this lower number of tenderers). Tenderers can tender for one, multiple, or all Lots. There is no restriction on the number of lots a tenderer may be appointed to; however a tenderer must have the capability and capacity to deliver all lots tendered for.

### **II.2.7) Duration of the contract or the framework agreement**

Duration in months

36

### **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**

Law relating to DAERA matters

Lot No

4

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

- 79110000 - Legal advisory and representation services
- 79111000 - Legal advisory services
- 79112000 - Legal representation services
- 79112100 - Stakeholders representation services
- 79140000 - Legal advisory and information services
- 75231100 - Law-courts-related administrative services

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

NUTS codes

- UKN - Northern Ireland

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

Departmental Solicitors Office (DSO) intends to establish a Framework Agreement for the provision of specified legal services within Northern Ireland, on behalf their clients, the NICS Department and Agencies. The list of participating bodies can be found within Annex A of the Framework Agreement Specification. DSO are the in-house legal provision for the NICS Departments and Agencies. This framework will act as an overflow to the services provided by DSO. DSO and the Client is not obliged to procure services exclusively from this Framework Agreement and are free to either use their own in-house service provision, or to procure services outside this Framework Agreement. The Framework will be used on occasions where DSO is unable to provide the client Departments and Agencies with the legal support required within the client Departments' required timescales or, for specific project work that DSO cannot facilitate within its existing resource. On such occasions this Legal Services Framework will supplement the legal services supplied by DSO. The Framework Agreement will contain five (5) Lots for the provision of legal services as described in the Framework Agreement Specification. The three highest ranked tenderers for each of the 5 Lots will be awarded a place on the Framework Agreement (in the event there is an insufficient number of tenderers which satisfy the qualification criteria and pass the Assessment Criteria for each Lot, a Lot may be established with this lower number of tenderers). Tenderers can tender for one, multiple, or all Lots. There is no restriction on the number of lots a tenderer may be appointed to; however a tenderer must have the capability and capacity to deliver all lots tendered for.

### **II.2.7) Duration of the contract or the framework agreement**

Duration in months

36

### **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**

Law relating to DfC matters

Lot No

5

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

- 79110000 - Legal advisory and representation services
- 79111000 - Legal advisory services
- 79112000 - Legal representation services
- 79112100 - Stakeholders representation services
- 79140000 - Legal advisory and information services
- 75231100 - Law-courts-related administrative services

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

NUTS codes

- UKN - Northern Ireland

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

Departmental Solicitors Office (DSO) intends to establish a Framework Agreement for the provision of specified legal services within Northern Ireland, on behalf their clients, the NICS Department and Agencies. The list of participating bodies can be found within Annex A of the Framework Agreement Specification. DSO are the in-house legal provision for the NICS Departments and Agencies. This framework will act as an overflow to the services provided by DSO. DSO and the Client is not obliged to procure services exclusively from this Framework Agreement and are free to either use their own in-house service provision, or to procure services outside this Framework Agreement. The Framework will be used on occasions where DSO is unable to provide the client Departments and Agencies with the legal support required within the client Departments' required timescales or, for specific project work that DSO cannot facilitate within its existing resource. On such occasions this Legal Services Framework will supplement the legal services supplied by DSO. The Framework Agreement will contain five (5) Lots for the provision of legal services as described in the Framework Agreement Specification. The three highest ranked tenderers for each of the 5 Lots will be awarded a place on the Framework Agreement (in the event there is an insufficient number of tenderers which satisfy the qualification criteria and pass the Assessment Criteria for each Lot, a Lot may be established with this lower number of tenderers). Tenderers can tender for one, multiple, or all Lots. There is no restriction on the number of lots a tenderer may be appointed to; however a tenderer must have the capability and capacity to deliver all lots tendered for.

### **II.2.7) Duration of the contract or the framework agreement**

Duration in months

### **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 IV. Procedure**

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

#### **IV.1.1) Form of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement**

The procurement involves the establishment of a framework agreement

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Originally published as:

Date

24 April 2024

Local time

3:00pm

Changed to:

Date

1 May 2024

Local time

3:00pm

See the [change notice](#).

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

English

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## **Section VI. Complementary information**

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

The overall estimated value of the framework agreement over 4 years is anticipated to be £1,333,333. To ensure the framework is future proofed a higher estimate is included to ensure cover. . Also this is a demand driven requirement and therefore it would be difficult to provide a breakdown per lot. . . Suppliers not delivering. on contract requirements is. a serious matter. It means the public purse is not getting what it is paying for. If a Supplier fails to reach. satisfactory levels of contract. performance they will be given a specified time to improve. If, after the specified time, they still fail to reach. satisfactory levels of contract. performance, the matter will be escalated to senior management in CPD for further action. If this occurs. and their performance still. does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave. professional misconduct. and they may be issued with a notice of Unsatisfactory Performance and the contract may be terminated.. The issue of a notice of. Unsatisfactory Performance will result in the Supplier being excluded from all procurement competitions. being undertaken by Centres. of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy for a period of twelve months from the. date of issue of the notice. . The Framework Agreement is being let by Departmental Solicitor's Office on behalf of Government Departments and Agencies. The list of Government Departments and Agencies are included within the tender document - Annex A of the Specification.

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

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

The UK does not have any such bodies with responsibility for appeal/mediation procedures. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015 (as amended).

Belfast

Country

United Kingdom

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

CPD will comply with the Public Contracts Regulations 2015 and, where appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of Framework Agreement is communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the framework Agreement is entered into.