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Planning

## **PS25034 - Legal Services to Support Employment Tribunals and Complex Casework - Framework**

UKRI

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

Notice identifier: 2026/S 000-011324

Procurement identifier (OCID): ocds-h6vhtk-064afd

Published 9 February 2026, 12:00pm

### **Scope**

### **Reference**

PS25034

### **Description**

Legal Services to Support Employment Tribunals and Complex Casework - Framework

UK Shared Business Services (UKSBS) on behalf of UK Research and Innovation (UKRI), will shortly be approaching the market to undertake a procurement for the creation of a Legal Services Framework for the Support of Employment Tribunals and Complex Casework.

Once implemented, this Framework will only be available for use by UKRI.

The purpose of this framework is to ensure compliance with legal obligations, provide expert advice, and mitigate risks where internal legal capacity is insufficient.

External support will cover the full process end-to-end from receipt of an Employment Tribunal (ET) claim through to resolution, including appeals.

The aim of the framework is to enable UKRI secure immediate access to external legal expertise for Employment Tribunal cases and complex HR matters.

### Objectives

- Deliver high-quality legal advice and representation for ET cases and timely, high-quality legal advice on complex casework to support effective management of legal risk.
- Provide timely risk assessments and clear recommendations at each stage.
- Maintain proactive communication with UKRI HR and Legal teams to meet all deadlines.

The Call-Off Contracts under this Framework will be via 'Direct Award' based on a rankings from the evaluation of the initial Framework award.

### Framework Direct Award Procedure

The 1st ranked supplier will be issued with the project requirements and then given 5 working days to respond. The Contracting Authority reserves the right to opt for a longer or shorter quote period should they feel this is necessary based on the complexity of the requirement.

If the 1st ranked Supplier cannot take on the work or their proposal is rejected, the project will be sent to the 2nd ranked Supplier.

The 2nd ranked Supplier will be given 5 working days to respond. If the 2nd ranked Supplier cannot take on the work or their proposal is rejected, the project will be sent to the 3rd ranked Supplier.

The 3rd ranked Supplier will be given 5 working days to respond. If the 3rd ranked Supplier cannot take on the work or their proposal is rejected, the Contracting Authority will either opt to secure the services outside of the framework or rescope and then repeat the process.

### Framework Ranking

Following completion of the evaluation of all bid responses in line with the evaluation methodology, the total scores awarded for Technical and Commercial will be added together to form a Total Bid Evaluation Score.

The Total Bid Evaluation Score for each Bidder will be ranked from Highest to Lowest,

with the top 3 Suppliers being successfully awarded onto this Framework.

The ranking from the evaluation of your bid will be the ranking that will be fixed for the duration of this Framework.

The ranking position will be confirmed within your feedback letter at the point this Framework is awarded.

## **Commercial tool**

Establishes a framework

## **Total value (estimated)**

- £1,600,000 excluding VAT
- £1,920,000 including VAT

Above the relevant threshold

## **Contract dates (estimated)**

- 30 April 2026 to 30 April 2030
- 4 years, 1 day

## **Main procurement category**

Services

## **CPV classifications**

- 79100000 - Legal services

## **Contract locations**

- UK - United Kingdom

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## **Engagement**

### **Engagement deadline**

23 February 2026

### **Engagement process description**

A Bidders' Conference will not be held in conjunction with this procurement.

UK Shared Business Services Ltd (UK SBS) will be using the Jaggaer eSourcing Portal for this procurement.

To register on the Jaggaer eSourcing portal please use the link <https://beisgroup.ukp.app.jaggaer.com/> and follow the instructions to register as a supplier.

If you have any questions at this stage please email [professionalservices@uksbs.co.uk](mailto:professionalservices@uksbs.co.uk)

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## **Participation**

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## Submission

### Publication date of tender notice (estimated)

23 February 2026

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## Contracting authority

### UKRI

- Public Procurement Organisation Number: PDQJ-7126-JDHG

Polaris House

Swindon

SN2 1FL

United Kingdom

Email: [Commercial@ukri.org](mailto:Commercial@ukri.org)

Region: UKK14 - Swindon

Organisation type: Public authority - central government

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## Other organisation

These organisations are carrying out the procurement, or part of it, on behalf of the contracting authorities.

### UKSBS

Summary of their role in this procurement: Procurement Partner

- Public Procurement Organisation Number: PMPN-7535-GNTG

Polaris House, North Star Avenue

Swindon

SN2 1FF

United Kingdom

Contact name: Kerry Hart

Email: [professionalservices@uksbs.co.uk](mailto:professionalservices@uksbs.co.uk)

Region: UKK14 - Swindon

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## Contact organisation

Contact UKSBS for any enquiries.