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Planning

Leeds Advice Service

Leeds City Council

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

Notice identifier: 2025/S 000-012262

Procurement identifier (OCID): ocds-h6vhtk-04fb56

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Scope

Reference

97659

Description

The Leeds Advice Services contract provides free, independent, impartial and confidential advice for the people of Leeds. Areas of advice (as a minimum) include Welfare Benefits, Housing, Immigration, and Debt.

The service is currently delivered as a partnership approach, operating across the city of Leeds and via a range of access channels -telephone, digital and face to face.

Advice services provided through the contract support clients to make informed decisions about their individual circumstances. The service is outcome based to ensure that clients are supported to improve their individual circumstances, specifically through income maximisation, debt solutions and resolution of advice related issues and disputes such as

housing, welfare benefits, and debt.

Contract dates (estimated)

- 1 April 2026 to 31 March 2031
- 5 years

Main procurement category

Services

CPV classifications

- 79111000 - Legal advisory services

Contract locations

- UKE42 - Leeds

Engagement

Engagement deadline

28 April 2025

Engagement process description

A market sounding exercise is being undertaken via a questionnaire, which will be published on YORtender (<https://uk.eu-supply.com/login.asp?B=yortender.eu-supply.com>). Suppliers are required to be registered on YORtender in order to access the questionnaire. Once logged in, please search for the opportunity using reference 97659.

Please complete the questionnaire and submit via the YORtender portal before the closing date (12 noon on Monday 28th April 2025).

Clarification questions should be raised via the YORtender portal prior to the deadline.

Interested parties should note that if this market sounding exercise identifies that the market is extremely limited or there is a lack of understanding regarding the subject matter, the council reserves the right to seek authorisation through its governance procedure to enter into a contract with an organisation that satisfies the criteria, as detailed in Appendix 1 of the questionnaire. If more than one organisation satisfies the requirements of the criteria, the service will be subject to a formal competitive tendering exercise.

Participation

Particular suitability

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

Contracting authority

Leeds City Council

- Public Procurement Organisation Number: PJYG-6658-PPMY

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Region: UKE42 - Leeds

Organisation type: Public authority - sub-central government