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Planning

Adoption Support

Norfolk County Council

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

Notice identifier: 2025/S 000-012507

Procurement identifier (OCID): ocids-h6vhtk-04fbee ([view related notices](#))

Published 2 April 2025, 1:05pm

Scope

Reference

NCCT43114

Description

This is a Preliminary Market Engagement Notice (PMEN) for information purposes only. It is not a formal invitation to tender. Norfolk County Council (NCC) is seeking a supplier to provide a therapeutic counselling service to those who are adopted, are adoptive parents or are birth family members. In addition, the service will need to provide information and support around understanding the processes for adoption including signposting to other services.

The successful provider must ensure that safely recruited and appropriately trained staff can recognise and adapt to the needs of the different service users. They must also provide an appropriate referral mechanism, working with the local authority to confirm eligibility and provide suitable materials to ensure potential users are aware of the service.

Total value (estimated)

- £74,000 excluding VAT
- £88,800 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 June 2025 to 31 May 2026
- Possible extension to 31 May 2027
- 2 years

Main procurement category

Services

CPV classifications

- 85000000 - Health and social work services

Contract locations

- UKH15 - Norwich and East Norfolk
 - UKH16 - North and West Norfolk
 - UKH17 - Breckland and South Norfolk
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Engagement

Engagement deadline

21 February 2025

The engagement was carried out before this notice was published.

Engagement process description

This is a Preliminary Market Engagement Notice (PMEN) for information purposes only. It is not a formal invitation to tender. You will need to respond to the tender notice in order to be considered for these contracts. The purpose of this PMEN is to maximise transparency and competition for the upcoming tender notice. All details in this PMEN are subject to being updated or changed in the tender notice. We are publishing this notice to share engagement outputs and to ensure as wider audience as possible are aware and informed of Norfolk County Council's intentions. Market engagement has taken place. The engagement was advertised under a prior information notice (PIN) published under the Public Contract 2015 regulations 2025/S 000-004109. This engagement was carried out by commissioners. The opportunity was advertised via PINs under the Public Contract Regulations 2015.

Market engagement for adoption support was held on 21st February 2025 via Teams webinar. We used the engagement to discuss our requirements, the tender process we are proposing and expectations of all parties.

Information provided at the engagement in the form of slides and notes are available to be viewed via the clarification tab. These documents can be viewed by registering on the Norfolk County Council in-tend portal, expressing an interest in this tender. A tender notice will be published to advertise this opportunity .

This procurement will be managed electronically via the Council's e-procurement system. To participate in this procurement and gain access to documents when they are available, applicants must first be registered on the system at <https://in-tendhost.co.uk/norfolkcc>. Full instructions for registration and use of the system can be found at <https://in-tendhost.co.uk/norfolkcc/asp/BUYERPROFILES>. Once registered you will be able to see the procurement project under the `tenders` section and `express an interest` in this tender. If you encounter any difficulties whilst using the system you can contact the In-tend support team by phoning +44 8442728810 or e-mailing support@in-tend.co.uk.

Participation

Particular suitability

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

Procedure

Special regime

Light touch

Contracting authority

Norfolk County Council

- Public Procurement Organisation Number: PDYH-3246-XWTR

County Hall, Martineau Lane

Norwich

NR1 2DH

United Kingdom

Email: sourcingteam@norfolk.gov.uk

Region: UKH15 - Norwich and East Norfolk

Organisation type: Public authority - sub-central government