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Tender

## **Services Contract for s202 Homelessness Reviews**

Peterborough City Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2026/S 000-012634

Procurement identifier (OCID): ocds-h6vhtk-064e6d

Published 11 February 2026, 6:11pm

### **Scope**

### **Reference**

DN786514

### **Description**

The Council is seeking to procure a qualified and experienced provider to undertake statutory homelessness reviews under Section 202 of the Housing Act 1996 (as amended). The provider will be responsible for conducting fair, timely, and legally compliant reviews of homelessness decisions made by the Council.

The duties of the successful provider will include undertaking the statutory review process. They will issue Regulation 5 letters to applicants, informing them that a review will be carried out. They will conduct all necessary enquiries, including but not limited to:

- (i) Writing to GPs, landlords, support workers, and legal representatives.
- (ii) Reviewing case files and evidence provided by the applicant and the Council.
- (iii) Interview applicants where required, either:

o By telephone, or

o In person, at a mutually agreed location.

(iv) Issue Regulation 7 letters where applicable, confirming the outcome of Section 202 reviews.

(v) Request extensions to the statutory review period (21 or 56 days) where necessary, providing clear justification and notifying the Council promptly.

(vi) Prepay expenses (e.g., postage, travel) to avoid delays in the review process.

### **Total value (estimated)**

- £100,000 excluding VAT
- £120,000 including VAT

Below the relevant threshold

### **Contract dates (estimated)**

- 1 April 2026 to 31 March 2029
- Possible extension to 31 March 2031
- 5 years

Description of possible extension:

Two optional extensions of twelve months available

### **Main procurement category**

Services

## **CPV classifications**

- 79419000 - Evaluation consultancy services
- 79990000 - Miscellaneous business-related services
- 85321000 - Administrative social services

## **Contract locations**

- UKH11 - Peterborough

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## **Participation**

### **This procurement is reserved for**

UK suppliers

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

26 February 2026, 4:00pm

## **Tender submission deadline**

4 March 2026, 12:00pm

## **Submission address and any special instructions**

<https://procontract.due-north.com/Advert?advertId=de63bf29-6007-f111-813c-005056b64545&fromProjectDashboard=True>

## **Tenders may be submitted electronically**

Yes

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## **Award criteria**

Quality Criteria (100%, with a minimum threshold of 60%)

Each Quotation will be evaluated according to its quality and deliverability.

Price (100%)

The Bidder's price will be ranked on the basis of the lowest priced Bid to the highest price Bid (lowest price receiving the best rank).

Only Bids which meet the minimum quality threshold of 60% in their Quality evaluation will have their price submission evaluated and ranked. Bids which do not achieve the minimum quality threshold will be discarded.

The winning Bid will be the lowest priced Bid which meets the minimum quality threshold.

In the event that two Bids (meeting the minimum quality threshold) are received which are both for the lowest price (both have identical price), the successful Bidder would be the Bidder that had attained the higher quality score of those two Bids.

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## Procedure

### Procedure type

Below threshold - open competition

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## Contracting authority

### Peterborough City Council

- Public Procurement Organisation Number: PLXM-3229-WVQH

Sand Martin House Peterborough, Bittern Way

Peterborough

PE2 8TY

United Kingdom

Email: [procurementcontracts@peterborough.gov.uk](mailto:procurementcontracts@peterborough.gov.uk)

Website:

<https://www.peterborough.gov.uk/business-opportunities/supplying-the-council/supply-opportunities>

Region: UKH11 - Peterborough

Organisation type: Public authority - sub-central government