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Tender

Contract for the provision of Home Office and Asylum Interviews

Secretary of State for the Home Department

F02: Contract notice

Notice identifier: 2024/S 000-013235

Procurement identifier (OCID): ocids-h6vhtk-043d50

Published 24 April 2024, 9:02am

Section I: Contracting authority

I.1) Name and addresses

Secretary of State for the Home Department

2 Marsham Street

London

SW1P 4DF

Contact

Asylum Support, Resettlement and non-detained Accommodation (ASRA) Procurement Team

Email

ASRAProcurementTeam@homeoffice.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

www.gov.uk/home-office

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://homeoffice.app.jaggaer.com/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://homeoffice.app.jaggaer.com/web/login.html>

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Contract for the provision of Home Office and Asylum Interviews

Reference number

C26375

II.1.2) Main CPV code

- 75131100 - General personnel services for the government

II.1.3) Type of contract

Services

II.1.4) Short description

The Home Office is seeking a supplier that will support the identification of suitable locations to allow Asylum seekers to conduct Asylum interviews virtually across the UK.

II.1.5) Estimated total value

Value excluding VAT: £3,500,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 70332200 - Commercial property management services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

The Home Office is seeking a supplier that will provide locations (specifically rooms and/or booths) primarily that will be attended by asylum seekers to conduct their asylum interviews across the UK however other types of interviews will also be conducted. The services will also include a technology provision and staff to provide support enabling asylum applicants to be interviewed virtually at the locations.

To clarify the contract value detailed in II.1.5) is an estimate.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £3,500,000

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

The initial term of the contract is 3 years (36 months) and is subject to an optional extension period of 1 year (12 months)

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

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.2.14) Additional information

The Authority is not responsible for any bidding costs incurred by potential suppliers in respect of this procurement. The Authority reserves the right to abandon the competitive process and not award any contract; make any changes it sees as reasonable to the competition; remove and/or amend element(s) from the scope of the requirements; and accept or reject any tender.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

Notice number: [2024/S 000-006324](#)

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

Date

31 May 2024

Local time

4:00pm

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

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Tender must be valid until: 31 March 2025

IV.2.7) Conditions for opening of tenders

Date

24 April 2024

Local time

10:00am

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

The Home Office uses an eSourcing toolkit to enable its sourcing activities to be conducted over the internet.

In order to express an interest, please follow the steps set out below. The procurement will be managed electronically using the Jaggaer eSourcing Portal. The eSourcing Portal is an online application that allows suppliers to create and submit their Tender responses to any requests for information, requests for quotes, or requests for proposals via the internet rather than in paper form.

To participate in this procurement, participants must first be registered on the eSourcing Suite. If you have not yet registered this can be done online at <https://homeoffice.app.jaggaer.com/web/login.html> by following the link to Register. All suppliers interested in learning more about any potential contract opportunities described in this contract notice should submit their details (company name, lead contact name, lead contact email address and telephone number), including the reference you are interested in bidding for, in the first instance, to the following address: ASRAProcurementTeam@homeoffice.gov.uk.

The Authority requires all participants to sign a non-disclosure agreement (NDA) in order to be invited to participate in the competition for this project.

Arrangements will then be made for registered suppliers to receive the NDA via email from the above mentioned email address. Suppliers must then provide a signed non-disclosure agreement via email to receive access to the Home Office and Asylum Interviews Procurement Documents and ITT event on the eSourcing Portal. Any expressions of interest not submitted in the required format (or containing the requested information) may be rejected. When sending the 'pdf' document, please ensure that you include the participant organisation's name in the filename.

Once a correctly signed NDA is received by the Authority, participants will be invited to the Invitation to Tender (ITT) event and will be able to access all of the project documentation. The closing date for submissions will be 4pm on Friday 31 May 2024. ITT Response clarification requests must be submitted no later than 3pm on Friday 24 May 2024. The

Authority reserve the right to delay or adjust our timetables or such other aspects of the procurement as we consider appropriate and will notify all bidders of any changes as and when these are required.

VI.4) Procedures for review

VI.4.1) Review body

N/A

N/A

Country

United Kingdom