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Contract

## **Subject Access Request Support Services**

Hampshire County Council

F03: Contract award notice

Notice identifier: 2025/S 000-016056

Procurement identifier (OCID): ocds-h6vhtk-04cd84

Published 17 April 2025, 4:55pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Hampshire County Council

The Castle, High Street

Winchester

SO238UJ

#### **Contact**

Katerina Ploumakis

#### **Email**

[strategic.procurement@hants.gov.uk](mailto:strategic.procurement@hants.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UKJ3 - Hampshire and Isle of Wight

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

[www.hants.gov.uk](http://www.hants.gov.uk)

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Subject Access Request Support Services

Reference number

CS23760

#### **II.1.2) Main CPV code**

- 72314000 - Data collection and collation services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Hampshire County Council's Childrens Services directorate has established a Dynamic Purchasing System (DPS) to assist with the processing of outsourced Subject Access Requests (SARs) in the event of demand outweighing internal resource, ensuring statutory timescales can still be met. The requirement entails handling and processing of data regarding clients, customers, and members of the public, to enable the disclosure of information under the laws of UKGDPR and the Data Protection Act (2018).

Services in scope of this requirement include:

Provision of Subject Access Request disclosures within statutory timeframes stipulated in the UK GDPR. These timeframes will be given to the provider by the County Council.

Ensure that responses provided to the County Council are accurate and that all information that is exempt from disclosure has been removed or marked for removal.

Ensure that all information is secured to the appropriate security standards in transit and whilst being held in the provider's host system.

#### **II.1.6) Information about lots**

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £600,000

## **II.2) Description**

### **II.2.2) Additional CPV code(s)**

- 72314000 - Data collection and collation services

### **II.2.3) Place of performance**

NUTS codes

- UKJ3 - Hampshire and Isle of Wight

Main site or place of performance

The geographical scope of the services is limited to Hampshire County Council with the Children's directorate being the users of the DPS.

### **II.2.4) Description of the procurement**

The DPS commenced on the 26th March 2025 for a duration of 3 years. The DPS was procured under the restricted procedure -34(5) of the PCRs 2015. At its initial iteration, 7 DPS contracts were awarded to suppliers.

### **II.2.5) Award criteria**

Price

### **II.2.11) Information about options**

Options: No

### **II.2.14) Additional information**

Please see link below for details of suppliers who have been awarded a place on the DPS. This will be updated on a quarterly basis as new suppliers join the DPS.

<https://www.hants.gov.uk/business/procurement/childrens-services-open-framework-contractors>

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the setting up of a dynamic purchasing system

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

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

#### **IV.2.1) Previous publication concerning this procedure**

Notice number: [2025/S 000-003657](#)

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## **Section V. Award of contract**

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

25 March 2025

#### **V.2.2) Information about tenders**

Number of tenders received: 7

Number of tenders received from SMEs: 7

Number of tenders received by electronic means: 7

The contract has been awarded to a group of economic operators: No

#### **V.2.3) Name and address of the contractor**

Please see link in Section 11.2.14

see link in 11.2.14

Country

United Kingdom

NUTS code

- UK - United Kingdom

Justification for not providing organisation identifier

Not on any register

The contractor is an SME

No

#### **V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £600,000

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## **Section VI. Complementary information**

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

The High Court of England and Wales

London

Country

United Kingdom