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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

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

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

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>

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](#)

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

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

