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Tender

## **1975 GP DPO & IG Service for NHS Bedfordshire, Luton & Milton Keynes Integrated Care Board**

NHS Bedfordshire, Luton and Milton Keynes Integrated Care Board

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

Notice identifier: 2025/S 000-025122

Procurement identifier (OCID): ocds-h6vhtk-051ea4

Published 22 May 2025, 3:32pm

### **Scope**

### **Description**

The Provision of GP DPO & IG Service for NHS Bedfordshire, Luton & Milton Keynes Integrated Care Board We would like to invite you to bid for the full Information Governance (IG) and Data Protection Officer (DPO) service provision within most of the General Practices (GPs) (approx. 80 practices) that we have across the Bedfordshire, Luton and Milton Keynes region. We have previously worked with external providers for a DPO service based on the below requirements. Support with the completion of the GP practices DSP Toolkit e.g. evidence and assertions A Dedicated helpdesk facility for all Information Governance queries Act as Organisations DPO (art 37 GDPR requirement) GDPR compliance planning Production, management and assurance for all practices in connection with required Information Governance policies, processes, procedures, templates and patient information to comply with GDPR, DPA2018 and the DSPT toolkit requirements Support to GP practices with the preparation, completion, review and sign off of DPIA's e.g. and Data Sharing Agreements as required. Produce and complete relevant contractual documentation – e.g. Data Processing Agreements Production of Privacy Notice Templates and updates as required Bi-Monthly IG update bulletin email (remotely) Attend National GP DPO webinars, Regional & Local IG/Data Protection meetings as required and meetings on behalf of the practices and advise accordingly re updates/information To register your interest, please follow the link below, and search for

the project reference as detailed: <https://health-family.force.com/s/Welcome> Project Reference: C363507 Project Name: 1975 GP DPO & IG Service for NHS Bedfordshire, Luton & Milton Keynes ICB.

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

- £60,000 excluding VAT
- £72,000 including VAT

Below the relevant threshold

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

- 1 July 2025 to 30 June 2026
- Possible extension to 30 June 2027
- 2 years

Description of possible extension:

Option to extend for a further year

### **Options**

The right to additional purchases while the contract is valid.

The contract includes an option to extend for an additional 12 months, subject to agreement by both parties.

### **Main procurement category**

Services

## **CPV classifications**

- 79140000 - Legal advisory and information services

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## **Participation**

**This procurement is reserved for**

UK suppliers

## **Conditions of participation**

n/a

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## **Submission**

### **Enquiry deadline**

17 June 2025, 5:00pm

### **Tender submission deadline**

17 June 2025, 5:00pm

## Submission address and any special instructions

To register your interest, please follow the link below, and search for the project reference as detailed: <https://health-family.force.com/s/Welcome> Project Reference: C363507  
Project Name: 1975 GP DPO & IG Service for NHS Bedfordshire, Luton & Milton Keynes ICB.

## Tenders may be submitted electronically

No

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## Award criteria

<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
Technical	Bidders will be evaluated on the robustness of their proposed service delivery model, approach, reporting, experience and ability to meet the specification requirements.	Quality	70.00%

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Name	Description	Type	Weighting
Financial	<p>The Price submissions will be evaluated based on the total cost submitted. The lowest price will receive the highest score, with other bids scored proportionately. The lowest compliant tender will be awarded the full 30.00%. All other prices will be scored using the formula: <math>(A / B) \times 30</math>, where A = price of the lowest compliant tender, and B = the price of the tender being evaluated.</p> <p>Example: Supplier A – £400.00 ? 30.00%</p> <p>Supplier B – £450.00 ? <math>(400/450) \times 30 = 26.66\%</math></p> <p>Supplier C – £500.00 ? <math>(400/500) \times 30 = 24.00\%</math></p>	Price	30.00%

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## Procedure

### Procedure type

Below threshold - open competition

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## Contracting authority

## **NHS Bedfordshire, Luton and Milton Keynes Integrated Care Board**

- Public Procurement Organisation Number: PGZZ-7781-GJXG

3rd Floor, Arndale House, The Mall

Luton

LU1 2LJ

United Kingdom

Contact name: Helen Ojo

Email: [agem.transactional.procurement@nhs.net](mailto:agem.transactional.procurement@nhs.net)

Website: <https://www.bedfordshirelutonandmiltonkeynes.icb.nhs.uk/>

Region: UKH21 - Luton

Organisation type: Public authority - central government

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## **Other organisation**

These organisations are carrying out the procurement, or part of it, on behalf of the contracting authorities.

## **NHS Arden and Greater East Midlands Commissioning Support Unit**

Summary of their role in this procurement: Procurement Services

- Public Procurement Organisation Number: PLVR-6647-BVMM

Cardinal Square, 10 Nottingham Road

Derby

DE1 3QT

United Kingdom

Contact name: Helen Ojo

Email: [agem.transactional.procurement@nhs.net](mailto:agem.transactional.procurement@nhs.net)

Website: <https://www.ardengemcsu.nhs.uk/>

Region: UKF11 - Derby

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## Contact organisation

Contact [NHS Bedfordshire, Luton and Milton Keynes Integrated Care Board](#) for any enquiries.