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Planning

ITT for the Procurement of Goods, Services and Works for the following: Domestic Lifting Equipment Installation Domestic Lifting Equipment Monitoring Services Domestic Lifting Equipment Refurbishment Domestic Lifting Equipment Servicing.

Dacorum Borough Council

UK3: Planned procurement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-026938

Procurement identifier (OCID): ocids-h6vhtk-052458 ([view related notices](#))

Published 23 May 2025, 4:25pm

Scope

Reference

DBCDLSS0001

Description

Preliminary Market Engagement Notice - Open Framework.

As per section 16 and 17 of the Procurement Act 2023 (PA23), this notice sets out the Preliminary Market Engagement by Altair on behalf of its Client.

This tender notice is for the award of a public contract through an open procedure in accordance with section 20(1) and (2)(a) of the PA 2023. Following the expiration of the

contract, it is likely that a further procurement will be made - estimated notice February 2034.

NB - The Contracting Authority reserves the right to amend any of the details of this Procurement process at any time and retains the right to amend, change, withdraw the process at any time.

Contracting Authority: DACORUM BOROUGH COUNCIL of The Forum, Marlowes, Hemel Hempstead, Hertfordshire HP1 1DN (the "Client")

Contract Subject-Matter:

The Contracting Authority is looking to tender for the following services in the near future and is publishing a Preliminary Market Engagement Notice to contribute to the development of the tender specifics and understand from feedback in the market how to best develop an open process to achieve maximum value.

The Contracting Authority reserves the right to allow other Contracting Authorities to access this Contract throughout the Term of the Agreement, (Sections 74-77 and Schedule 8 of the Act and regulation 40), clarification on whether a fee structure will apply will follow Market Engagement. In addition the Contracting Authority reserves the right to amend the agreement and which Contracting Authorities can access the Agreement (Schedule 8, paragraph 9 of the Regulations), due to the upcoming Local Authority Reorganisation, please see <https://www.gov.uk/government/collections/local-government-reorganisation-policy-and-programme-updates>

The engagement process will be 3 stages. 1. An expression of interest to this Notice, 2. A survey with shaping questions will be sent to all interested parties. 3. Supplier completed questionnaires, and feedback will be collated, and a full supplier day will take place, the Contracting Authority reserves the right to follow up with any Supplier on a 1 to 1, or group basis, for further information or clarification. As part of the service provision, the Contracting Authority is planning to put in place a new Framework solution which will enable the Contracting Authority to provide full range of Goods, Services and Maintenance across the following areas:

Domestic Lifting Works, Services and Installation

This Procurement will include, but is not limited to, the Works, Goods and Services identified below. The Contracting Authority reserves the right to make changes to the content of the Lot based on Market Engagement Feedback.

1. Domestic Lifting Equipment Installation
2. Domestic Lifting Equipment Monitoring Services

3. Domestic Lifting Equipment Refurbishment

4. Domestic Lifting Equipment Servicing

Domestic Lifting Equipment

Stairlifts: Chairs that move along a rail fitted to a staircase, allowing users to go up and down stairs easily. They are available for both straight and curved staircases.

Through-Floor Lifts (Home Lifts): Small lifts that travel between floors through an opening in the ceiling/floor. They can often accommodate a wheelchair, providing seamless access between levels.

Hoists:

- **Mobile Hoists:** Portable wheeled devices used with slings to lift and transfer individuals from one place to another (e.g., bed to chair).
- **Ceiling Hoists:** Hoists that run on a track system mounted on the ceiling, providing extensive room coverage for transfers.
- **Bath Hoists:** Specifically designed to lift a person in and out of the bathtub.

Domestic Lifting Equipment Services

Installation: The installation process involves several steps, including initial planning and consultation, site assessment, lift type selection, and pre-installation preparations. Professionals assess the home's layout, structural limitations, and available space to ensure the lift's feasibility.

Monitoring Services: Remote and online monitoring services use advanced sensors and data analytics to track the performance, health, and utilization of lifting equipment. These services provide real-time tracking, predictive maintenance, and instant data access for proactive issue resolution and reduced downtime.

Refurbishment: Refurbishing lifting devices involves assessing the condition of the equipment, making necessary repairs or replacements, and testing performance levels to ensure safety standards are met. This process can extend the lifespan of the equipment, increase efficiency, and save money in the long run.

Servicing: Regular maintenance and servicing are crucial to keep lifting equipment safe and efficient. This includes checking all safety features, general operation, and the condition of all parts. Comprehensive servicing helps minimize breakdowns and maximize the lifespan of the equipment.

Furthermore, it will include associated services such as new supply connections, general electrical work, and all other maintenance, replacement, and installation activities directly related to the Goods and Services.

Engagement

Engagement Deadline: 16th of June 2025 at 1200 hours, Midday.

Engagement Process: The engagement process will be made up of three stages.

1. Following the date of the publication of this Notice, Suppliers will have the opportunity to express their interest by emailing - procurementaltair@altairltd.co.uk; the email of expression of interest MUST have in the subject line the Title of the Planned Procurement and the Unique Identifier, stating "Expression of Interest" i.e. Subject: ITT for the Procurement of Domestic Lift Works, Goods and Services- Ref DBCDLSS0001- Expression of Interest, the window for expressions of interest will be 15 Working Days following the date of publication.
2. Following receipt of Expression of Interest email, the Agent acting on behalf of the Contracting Authority, will distribute a questionnaire for completion. All interested Suppliers will then be given 10 Working Days to complete and return the Questionnaire to procurementaltair@altairltd.co.uk;
3. Following the deadline for receipt of Questionnaires, the Agent will invite all Suppliers who Expressed and Interest to a Supplier feedback session on Teams where feedback and comments can anonymously be discussed to inform and shape the upcoming procurement process. This is likely to take place on the week commencing 7th of July 2025 .

NB The Agent reserves the right to hold 1 to 1 meetings with one or all Suppliers at any time during the market engagement process. The Supplier insights and expertise will be invaluable in shaping the approach.

Conditions of Participation in the Tender Process, (To be confirmed):

Contract Dates and Expected Process.

Estimated Date of Tender Notice Publication: July 2025

Estimated Date for Submission of Requests to Participate: July-August 2025

Procedure Expected to be Used:

- Open Procedure, (To be confirmed following Market Engagement)

Dynamic Market Membership: No

Selection Process:

1. Mandatory Documents and Certification:

- Legal and financial capacity documents.
- Certifications and declarations of compliance.

2. Procurement Specific Questionnaire (PSQ):

- Mandatory Questions: Legal, financial, and technical capacity.
- Discretionary Questions: Past performance, references, and other relevant criteria.
- Exclusion Criteria: Both Mandatory and Discretionary

3. Technical/Quality Questionnaire:

- Detailed questions assessing the supplier's technical ability and quality assurance measures.

4. Pricing Evaluation:

- Detailed breakdown of costs and pricing structure.

5. Overall Threshold: For the Suppliers that pass the PSQ, the combined weighted scores from the Technical/Quality Questionnaire and Pricing Evaluation will provide an overall score. The highest scoring supplier across the elements will be the successful bidder for the Lot.

NB - The specifics of the Hurdle and Financial / Non-Financial weightings are to be confirmed following initial market engagement.

Term of the Contract Including Extensions: 5 years initially with extensions of up to 5 years to 10 year maximum.

Previous Contract Information: Previous Agreement - Service - Stairlifts, platform lifts, and hoists - maintenance, servicing & installations

Intention to Award the Framework to:

1. A single winning bidder based on the highest overall score across the combined

Financial and Non-Financial elements.

What Fees if Any will be Charged in Accordance with Section 45(7) of the PA 2023: The Contracting Authority is yet to decide whether a Fee structure will apply for this agreement. This will be clarified post Market Engagement.

Tendering Process - Number of Days for the ITT to be Live: To be confirmed following Market Engagement

Associated Notice - Planned Procurement Notice:

Document Access: Documents relating to the procurement can be obtained from <https://intendhost.co.uk/supplyhertfordshire.aspx/Home> . All documents and notices will also be published to the Central Digital Platform.

Expression of Interest: Interested parties can express their interest by emailing procurementaltair@altairltd.co.uk using the Title of the Published Notice and the Unique Reference Number in the Subject line of the email, by 16th June 2025.

Total value (estimated)

- £500,000 excluding VAT
- £600,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 3 March 2026 to 2 March 2031
- Possible extension to 2 March 2036
- 10 years

Description of possible extension:

The Authority reserves the right to extend the agreement upto an additional 5 years

Main procurement category

Services

CPV classifications

- 45453100 - Refurbishment work
- 50750000 - Lift-maintenance services
- 51511000 - Installation services of lifting and handling equipment, except lifts and escalators
- 51511100 - Installation services of lifting equipment
- 71630000 - Technical inspection and testing services
- 71631000 - Technical inspection services

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Publication date of tender notice (estimated)

11 August 2025

Enquiry deadline

1 September 2025, 1:00pm

Tender submission deadline

12 September 2025, 1:00pm

Submission address and any special instructions

The submission must be completed through the InTend Portal

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

2 February 2026

Recurring procurement

Publication date of next tender notice (estimated): 2 February 2035

Procedure

Procedure type

Open procedure

Contracting authority

Dacorum Borough Council

- Public Procurement Organisation Number: PGGG-5373-XYZX

The Forum, Marlowes

Hemel Hempstead

HP1 1DN

United Kingdom

Contact name: Procurement Altair

Telephone: 02079340175

Email: procurementaltair@altairltd.co.uk

Region: UKH23 - Hertfordshire

Organisation type: Public authority - sub-central government