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Tender

Procurement of Housing and Debt Services and HPCDS Services from February 2022

The Legal Aid Agency

F02: Contract notice

Notice identifier: 2021/S 000-030018

Procurement identifier (OCID): ocds-h6vhtk-02fcb8

Published 2 December 2021, 10:45pm

Section I: Contracting authority

I.1) Name and addresses

The Legal Aid Agency

102 Petty France

London

SW1H 9AJ

Email

civiltenders@justice.gov.uk

Country

United Kingdom

NUTS code

UKI32 - Westminster

Internet address(es)

Main address

<https://www.gov.uk/government/organisations/legal-aid-agency>

I.3) Communication

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

<https://www.gov.uk/government/publications/civil-tender-activity-2021>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://legalaidsolution.co.uk>

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

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

Other activity

Other Publically Funded Services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Procurement of Housing and Debt Services and HPCDS Services from February 2022

II.1.2) Main CPV code

- 79100000 - Legal services

II.1.3) Type of contract

Services

II.1.4) Short description

The Legal Aid Agency (“LAA”) has identified the need to increase access to legal aid Housing and Debt Services in specific Housing and Debt Procurement areas and for specific Housing Possession Court Duty Schemes (“HPCDS”). Accordingly, it is inviting Applicants to submit a Tender to deliver:

a) Housing and Debt services in:

- Cambridgeshire
- City of Kingston upon Hull
- Cheshire
- Hampshire
- Portsmouth and Isle of Wight
- Shropshire
- Staffordshire
- South Tyneside
- Trafford
- Wigan

b) The following HPCDS:

- Chester
- Crewe
- Hull
- Mansfield
- Portsmouth
- Stafford

Applicants may bid for Housing and Debt Contract Work and/or HPCDS Contract Work through this procurement process. They are not obliged to bid for both Housing and Debt and HPCDS, although they should note that to be eligible to bid for an HPCDS Contract organisations must hold, or successfully bid for as part of this procurement process, a 2018 Standard Civil Contract with authorisation in the Housing and Debt Categories of Law.

Due to the urgent need for contracts to be in place to allow services to commence, the timescale from launch to the deadline for submission of tenders has been set at 21 days.

The Deadline for submitting Tenders is 5pm on 23 December 2021 (“Deadline”)

All Tenders must be completed and submitted using the eTendering system. This can be accessed either through a link on the tender pages of the LAA website or directly at www.legalaid.bravosolution.co.uk.

Late submissions will not be considered under any circumstances. It is the Applicant’s sole responsibility to ensure that the LAA receives its Tender before the Deadline.

Housing and Debt Contracts will run from 1 February 2022 until 31 August 2022 (subject to the LAA’s right to extend for up to a further 12 months and the LAA’s rights of early termination)

For HPCDS, the LAA is seeking to award a HPCDS Contract for each Scheme to Applicants who can commence service delivery from 1 February 2022 (21 February 2022 for Mansfield HPCDS). The Contract Period runs until 30 September 2022 (subject to the LAA’s rights of early termination).

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79100000 - Legal services

II.2.3) Place of performance

NUTS codes

- UKC14 - Durham CC
- UKD36 - Greater Manchester North West

- UKD6 - Cheshire
- UKE11 - Kingston upon Hull, City of
- UKG2 - Shropshire and Staffordshire
- UKH12 - Cambridgeshire CC
- UKJ31 - Portsmouth
- UKJ34 - Isle of Wight
- UKJ35 - South Hampshire
- UKJ36 - Central Hampshire
- UKJ37 - North Hampshire

II.2.4) Description of the procurement

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II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 100

Cost criterion - Name: Pricing / Weighting: 0

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

Start date

1 February 2022

End date

30 September 2022

This contract is subject to renewal

No

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

Organisations should note that:

- the estimated contract value for Housing and Debt is £260, 823. This is based on the maximum possible length of the contract i.e. 7 month initial term and possible 12 month extension.

- the estimated contract value for HPCDS is £69, 975. This is based on the maximum possible length of the contract i.e. 8 month initial term.

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: Yes

IV.2) Administrative information

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

Date

23 December 2021

Local time

5:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

23 December 2021

Local time

5:01pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Legal Aid Agency

102 Petty France

London

SW1H 9AJ

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

Centre for Effective Dispute Resolution (CEDR)

70 Fleet Street

London

EC4Y 1EU

Country

United Kingdom