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Tender

Neighbourhood Planning Support Services 2025

MINISTRY OF HOUSING, COMMUNITIES AND LOCAL GOVERNMENT

F02: Contract notice

Notice identifier: 2024/S 000-031324

Procurement identifier (OCID): ocds-h6vhtk-04a483

Published 1 October 2024, 11:58am

Section I: Contracting authority

I.1) Name and addresses

MINISTRY OF HOUSING, COMMUNITIES AND LOCAL GOVERNMENT

2 Marsham Street

LONDON

SW1P4DF

Email

CommercialTenders@communities.gov.uk

Country

United Kingdom

Region code

UKI32 - Westminster

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

<https://www.gov.uk/government/organisations/ministry-of-housing-communities-local-government>

I.3) Communication

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

<https://mhclg.force.com/login>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://mhclg.force.com/login>

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

Housing and community amenities

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Neighbourhood Planning Support Services 2025

Reference number

CPD4124222

II.1.2) Main CPV code

- 75100000 - Administration services

II.1.3) Type of contract

Services

II.1.4) Short description

Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area. They are able to choose where they want new homes, shops and offices to be built, have their say on what those new buildings should look like and what infrastructure should be provided, and grant planning permission for the new buildings they want to see go ahead. More information about neighbourhood planning is available on the Authority's website:

<https://www.gov.uk/guidance/neighbourhood-planning--2>

The Authority require the Contract to make available a basic level of support for every existing and prospective neighbourhood planning group in England (hereinafter referred to as 'the Customer'), and to provide further support in the form of grants and/or Technical Support to eligible Customers to help them get neighbourhood plans or neighbourhood development orders (NDOs) in place for their area. The Authority makes no guarantee as to level of grant, Technical Support or additional services that may be required or awarded to Customers under this Contract.

The Contract shall involve provision to Customers of key services including, but not necessarily limited to:

Basic support - including online resources, expert advice, and networking facilitation;

Grants - provision of grants to support neighbourhood planning activity.

Technical Support - provision of specialist, Technical Support packages to deliver specific outputs linked to Ministerial priorities on housing, design and supporting communities to establish neighbourhood planning groups in unparished areas.

II.1.5) Estimated total value

Value excluding VAT: £18,271,273

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 71240000 - Architectural, engineering and planning services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

As detailed in the procurement documents.

You can access the procurement documents by registering on the the e-Sourcing portal (<https://mhclg.force.com/login>).

Once you have clicked to register your interest, you then need to navigate to 'My Proposals and Quotes' where you should have visibility of the documents.

Under the Document tab within the procurement-project record the documents are listed and can be downloaded.

If you have any issues with accessing the portal or password resets then please contact Atamis directly at support@atamis.co.uk.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Start date

1 July 2025

End date

31 March 2028

This contract is subject to renewal

Yes

Description of renewals

The Authority shall reserve the right to extend the term of the Contract by a maximum of 12 months (the Extension Period)

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

The Authority shall reserve the right to extend the term of the Contract by a maximum of 12 months (the Extension Period)

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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

5 November 2024

Local time

5:00pm

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

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

6 November 2024

Local time

12:00am

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

MINISTRY OF HOUSING, COMMUNITIES AND LOCAL GOVERNMENT

2 MARSHAM STREET

LONDON

SW1P 4DF

Country

United Kingdom