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Planning

## **Specialist Legal Support Panel**

Ministry of Justice

F01: Prior information notice

Prior information only

Notice identifier: 2022/S 000-033393

Procurement identifier (OCID): ocids-h6vhtk-03881e

Published 24 November 2022, 3:37pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Ministry of Justice

102 Petty France

London

SW1H 9AJ

#### **Email**

[mojprocurementprofessionalservices@justice.gov.uk](mailto:mojprocurementprofessionalservices@justice.gov.uk)

#### **Telephone**

+44 02033343555

#### **Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.gov.uk/government/organisations/ministry-of-justice/about>

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

**I.4) Type of the contracting authority**

Ministry or any other national or federal authority

**I.5) Main activity**

Public order and safety

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Specialist Legal Support Panel

#### **II.1.2) Main CPV code**

- 79100000 - Legal services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

The Ministry of Justice (MoJ) is seeking to engage with legal service suppliers who are interested in delivering the Specialist Legal Support Panel requirement which supports the Housing Loss Prevention Advice Service (HLPAS). The MoJ is currently proposing to contract a supplier (or suppliers) to deliver this requirement for a duration of up to 15 months with a contract value of approximately £1m.

HLPAS is a new government initiative launching in Autumn 2023 which expands legal aid provision for those facing the loss of their home to include early telephone legal advice on housing, debt and welfare benefits issues. Currently, legal aid is only available for representation on the day of court proceedings.

The Specialist Legal Support Panel will provide guidance on casework and will be available to HLPAS suppliers who are delivering the HLPAS initiative and require support on issues related to housing, debt and welfare benefits issues. The panel will be comprised of experts in social welfare law and will provide specialist legal support in two main ways: i) by handling telephone enquiries from HLPAS providers, and ii) by producing and distributing training materials on social welfare law.

Panel members will need to be able to respond to calls from 10am-4pm Monday to Friday for the entire duration of the contract. Payment will be given for a “stand-by” service during this time (i.e. time during which the service is available and accessible with a qualified member of staff ready to answer enquiries), with additional payment for “advice hours” (i.e. time spent responding to enquiries from HLPAS providers).

This Prior Information Notice is for market engagement purposes only. It does not signify the

commencement of any procurement process and does not constitute any commitment by MoJ. If MoJ decides to commence any procurement process as contemplated by this notice, a separate notice will be published at the relevant time.

### **II.1.5) Estimated total value**

Value excluding VAT: £833,333

### **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

- UK - United Kingdom

### **II.2.4) Description of the procurement**

MoJ is holding a virtual market engagement event on 7th December 2022 at 1PM.

This event is open to suppliers whose service offering potentially matches MoJ's requirements for the Specialist Legal Support Panel.

The event will provide potential suppliers with more information on the aims, requirements, proposed timelines of the Specialist Legal Support Panel, the opportunity to ask questions and request further information.

It will also provide the MoJ with a better understanding of the market's capability to deliver the Specialist Legal Support Panel.

How to join the virtual market engagement event:

Suppliers are invited to attend a virtual market engagement event on 7th December 2022 at 1PM.

The virtual market engagement event will be delivered via Microsoft Teams and recordings will be made available for those unable to attend.

To book your attendance (max. two people per organisation), please use the below link (copy and paste into your browser) to register via Microsoft Teams:

[https://teams.microsoft.com/registration/KEeHxuZx\\_kGp4S6MNndq2A,OOeMchFVy0eEJYu7oyJHIA,K9DzqdbH0U6EHYLwB0z4hw,4xq15ebvEUydg8fsotaHrQ,fsE-02UubE-PpvzGX53NOw,slxJaLaNLkWtxUkq99Pm-q?mode=read&tenantId=c6874728-71e6-41fe-a9e1-2e8c36776ad8](https://teams.microsoft.com/registration/KEeHxuZx_kGp4S6MNndq2A,OOeMchFVy0eEJYu7oyJHIA,K9DzqdbH0U6EHYLwB0z4hw,4xq15ebvEUydg8fsotaHrQ,fsE-02UubE-PpvzGX53NOw,slxJaLaNLkWtxUkq99Pm-q?mode=read&tenantId=c6874728-71e6-41fe-a9e1-2e8c36776ad8)

Following the event, suppliers will be invited to complete a follow-up questionnaire. This questionnaire will offer suppliers the opportunity to ask any further questions on the Specialist Legal Support Panel. All questions and answers received during the event and through the questionnaire will be published and may be used in further market engagement activities.

## **II.2.14) Additional information**

Please note this is a preliminary market engagement event. The publication of this notice does not signify the commencement of any procurement process and does not constitute any commitment by the MoJ to undertake any procurement exercise. The value provided for the Specialist Legal Support Panel contract is indicative and the MoJ does not guarantee or commit to a specific value at this stage.

## **II.3) Estimated date of publication of contract notice**

27 March 2023

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

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## **Section VI. Complementary information**

### **VI.3) Additional information**

Following the market engagement event, please use the below link to complete the follow-up questionnaire. Please note that the follow-up questionnaire will be active from 7th December 2022 to 14th December 2022.

<https://forms.office.com/r/TSFd0vZspq>