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Planning

1923 External Legal Services

DE MONTFORT UNIVERSITY

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

Notice identifier: 2025/S 000-034543

Procurement identifier (OCID): ocds-h6vhtk-05521b

Published 24 June 2025, 12:21am

Changes to notice

This notice has been edited. The [previous version](#) is still available.

Amended to update "Scope" , "Documents".

Scope

Reference

1923

Description

De Montfort University currently has an established Legal Services Panel (ref.1198), used to support the sourcing of additional or specialist external legal advice as required; however, this arrangement will shortly conclude. The University therefore requires a successor contract for the future sourcing of these services and we intend to go to market shortly.

The University wishes to establish a new panel of external legal expertise and flexible resources to support the in-house legal services team to address gaps in existing legal expertise, periods of absence, lack of internal capacity, and peak demand at short notice. It is intended that this panel will comprise of two or three suppliers.

Alongside this contract, the University reserves the right to contract with other suppliers for specific requirements. Details of the *current* anticipated requirement are attached to this notice - however please note that these remain under review and may be subject to amendment in the final published specification for the procurement.

The University plans to conduct an Open procurement under PA23; at this stage it is anticipated that the procurement may be subject to a reduced tendering period, following a Qualifying Planned Procurement Notice. If this option is taken, the Invitation to Tender will be issued on or after 4th August 2025.

We are interested in information as to your capability and capacity to provide the services detailed in this document, and would be glad of your thoughts on this opportunity. Particularly, we would like to know if your organisation intends or does not intend to take part in the forthcoming Invitation to Tender process - and if the latter, why not; this will be valuable feedback. Please contact JAMES WEST, Category Manager Professional Services: email procurement@dmu.ac.uk marked "FAO James West - External Legal Services ref. 1923"

Commercial tool

Establishes a framework

Total value (estimated)

- £2,800,000 excluding VAT
- £3,360,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 September 2025 to 1 September 2029
- 4 years, 1 day

Main procurement category

Services

CPV classifications

- 79100000 - Legal services

Framework

Maximum number of suppliers

Unlimited

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Publication date of tender notice (estimated)

5 August 2025

Tender submission deadline

19 August 2025, 12:59am

Submission address and any special instructions

Submissions to be made electronically: <https://in-tendhost.co.uk/demontfort.aspx/Home>

Tenders may be submitted electronically

No

Languages that may be used for submission

English

Award decision date (estimated)

30 August 2025

Procedure

Procedure type

Open procedure

Reduced tendering period

Yes

Qualifying planned procurement notice - minimum 10 days

Contracting authority

DE MONTFORT UNIVERSITY

- UK Register of Learning Providers (UKPRN number): 10001883

The Gateway

Leicester

LE1 9BH

United Kingdom

Email: procurement@dmu.ac.uk

Region: UKF21 - Leicester

Organisation type: Public authority - sub-central government