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Tender

Provision of a Disclosure & Barring Service for Flintshire County Council

Flintshire County Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-041052

Procurement identifier (OCID): ocds-h6vhtk-056185

Published 17 July 2025, 3:58pm

Scope

Reference

GSC1001365REQ

Description

Flintshire County Council (FCC / The Authority) is looking to procure a contract with an approved e-Broker supplier which is a Registered Body for the Disclosure and Barring Service (DBS) to provide DBS checks to support safeguarding and recruitment process. The Authority currently undertakes 1500-2000 DBS Checks per annum, this is based on previous figures and is not minimum or guaranteed. All requirements of this procurement exercise can be found within Proactis Source to Contract the reference is GSC1001365REQ

Total value (estimated)

- £1 excluding VAT
- £1 including VAT

Above the relevant threshold

Contract dates (estimated)

- 18 October 2025 to 17 October 2030
- Possible extension to 17 October 2033
- 8 years

Description of possible extension:

5 year contract with the option to extend on an annual basis for an additional 3 years.
(5+1+1+1)

Main procurement category

Services

CPV classifications

- 75000000 - Administration, defence and social security services
- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

Contract locations

- UKL23 - Flintshire and Wrexham

Participation

Legal and financial capacity conditions of participation

Details can be found within the procurement documentation on Proactis Source to Contract.

Technical ability conditions of participation

Details can be found within the procurement documentation on Proactis Source to Contract.

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

5 August 2025, 12:00am

Tender submission deadline

12 August 2025, 12:00pm

Submission address and any special instructions

<https://supplierlive.proactisp2p.com/Account/Login>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

- Welsh
- English

Award decision date (estimated)

8 September 2025

Recurring procurement

Publication date of next tender notice (estimated): 15 June 2030

Award criteria

Name	Type	Weighting
Price	Price	60.00%
Meeting DBS Service and Solution Specification Requirements	Quality	20.00%
Implementation Plan	Quality	6.00%
Customer Service, Contract / Account Management & Continuity of Service Provision	Quality	4.00%
DBS & DfE Requirements	Quality	4.00%
Technical Support & Customer Helpdesk	Quality	4.00%
Effectiveness of Transferring DBS Forms	Quality	2.00%

Other information

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Justification for not publishing a preliminary market engagement notice

The Authority has not undertaken any preliminary market engagement.

Contracting authority

Flintshire County Council

- Public Procurement Organisation Number: PNJC-2356-PCDV

Ty Dewi Sant

Flintshire

CH5 3FF

United Kingdom

Contact name: Lisa Rainford

Telephone: 01824 712194

Email: procurement@denbighshire.gov.uk

Website: <https://www.flintshire.gov.uk>

Region: UKL23 - Flintshire and Wrexham

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Wales