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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 000-041054

Procurement identifier (OCID): ocds-h6vhtk-056187 ([view related notices](#))

Published 17 July 2025, 3:59pm

### **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
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## **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)

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## **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

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## 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%

Name	Type	Weighting
Technical Support & Customer Helpdesk	Quality	4.00%
Effectiveness of Transferring DBS Forms	Quality	2.00%

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## Other information

### Applicable trade agreements

- Government Procurement Agreement (GPA)

### Conflicts assessment prepared/revised

Yes

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## Procedure

### Procedure type

Open procedure

### Justification for not publishing a preliminary market engagement notice

The Authority has not undertaken any preliminary market engagement.

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## Contracting authority

### Flintshire County Council

- Public Procurement Organisation Number: PNJC-2356-PCDV

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Flintshire

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United Kingdom

Contact name: Lisa Rainford

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

Region: UKL23 - Flintshire and Wrexham

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Wales