

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/044767-2025>

Tender

Office for Students: Contract for Fit and Proper (FPP) checks

Office for Students

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

Notice identifier: 2025/S 000-044767

Procurement identifier (OCID): ocds-h6vhtk-056a3b

Published 31 July 2025, 2:05pm

Scope

Reference

PRN2400

Description

When providers of higher education in England apply to register with the Office for Students, the registration team conduct FPP checks on key individuals as part of the initial registration process and on an ongoing basis as part of the ongoing conditions of registration. The supplier is expected to provide a way of enabling the OfS to check whether key individuals at each provider applying to register with the OfS are fit and proper. The checks may be conducted on individuals the OfS consider relevant and would include roles such as (but not limited to) the accountable officer, the Chair of the governing body or the company secretary.

The type of checks to be conducted may vary between individuals and could include any or all of the following:

- Current disqualification as a director

- Current disqualification as a charity trustee or trustee for a charity
- Undischarged bankrupt
- Unspent criminal conviction
- Adverse findings in relevant civil procedure
- Adverse findings in disciplinary hearings
- Adverse findings in the education sector
- Adverse findings for use of public funds
- Previously being refused licence to trade
- Guilty under s.199 ECTA [2023]
- Criminal Offence in relation to tax
- Insolvency or liquidation
- Previous bankruptcy
- Previous removal as Trustee of Charity or Charity Trustee

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-Bristol:-Business-services:-law%2C-marketing%2C-consulting%2C-recruitment%2C-printing-and-security./ZW7ZFM6A7F>

To respond to this opportunity, please click here:

<https://www.delta-esourcing.com/respond/ZW7ZFM6A7F>

Total value (estimated)

- £96,000 excluding VAT
- £120,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 November 2025 to 31 October 2027
- Possible extension to 31 October 2030
- 5 years

Description of possible extension:

2 years extension until 31 October 2029 and then a further 1 year until 31 October 2030

Main procurement category

Services

CPV classifications

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

Contract locations

- UKK1 - Gloucestershire, Wiltshire and Bristol/Bath area

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

26 August 2025, 11:00am

Tender submission deadline

26 August 2025, 11:00am

Submission address and any special instructions

<https://www.delta-esourcing.com>

Tenders may be submitted electronically

Yes

Award criteria

Name	Type	Weighting
Quality	Quality	70%
Price	Price	30%

Procedure

Procedure type

Below threshold - open competition

Contracting authority

Office for Students

- Public Procurement Organisation Number: PYZM-6681-RPZP

Westward House, Lime Kiln Close, Stoke Gifford

Bristol

BS34 8SR

United Kingdom

Contact name: Sarah Phillips

Telephone: +44 1179317317

Email: procurement@officeforstudents.org.uk

Region: UKK12 - Bath and North East Somerset, North Somerset and South Gloucestershire

Organisation type: Public authority - central government