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Tender

## **HCC Aug 2025 - The Provision of Property Town Planning Consultants Framework**

Hertfordshire County Council

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

Notice identifier: 2025/S 000-048121

Procurement identifier (OCID): ocids-h6vhtk-05865f

Published 12 August 2025, 3:34pm

### **Scope**

### **Reference**

HCC2516832

### **Description**

Hertfordshire County Council is currently out to procurement for the Provision of Property Town Planning Consultants Framework.

This Framework is for provision of general and specialist town planning advice to Hertfordshire County Council (HCC or the Council) as a landowner.

The Council's property portfolio is diverse and includes (but is not limited to) office accommodation, schools, libraries, fire stations, adult care facilities, waste management sites, rural estate land and buildings. The advice could relate to assets currently owned by the council, or those to be acquired.

The Framework is for Property Town Planning Consultants as a single requirement and therefore it is not split into Lots. The estimated value in this notice is for the total four

years of the Framework. The annual value will vary.

Full details are in the tender document set. The Specification is Schedule 1 of the Framework document.

The Council will procure this contract using the Open Procedure as defined in the Procurement Act 2023

Full details of the requirement and context of the procurement can be found in the Service Specification of the Framework Document. Organisations wishing to take part in this project are invited to 'express an interest' and also 'opt in' which will give access to the full procurement documents in the e-tendering system.

To be considered as a Tenderer you must complete and submit a Tender by the deadline of 12 noon on Monday 15th September 2025.

Please allow sufficient time to make your return, as Tender submissions cannot be uploaded and submitted after this return deadline.

Please ensure that where possible documents are uploaded as a PDF and that file names are succinct. Any questions relating to this procurement must be made via correspondence on the website, in accordance with the procurement documents, and can be addressed to the main contact as shown in the details above.

Tenderers should be aware that due to the nature of the Services provided, any Framework formed as a result of this procurement process shall be executed as a deed. Tenderers should seek independent legal advice on the implications of this prior to submitting their Tender, where appropriate. Please note that the contract requirements will be subject to available financial resources, supplier performance and flexibility to meet changing demands.

To access this opportunity please visit <https://in-tendhost.co.uk/supplyhertfordshire.aspx/Home>.

If you are experiencing problems In-Tend offer a help section which includes a dedicated UK support desk which can be contacted via email: [support@in-tend.co.uk](mailto:support@in-tend.co.uk) or Telephone: +44 1144070065 for any website/technical questions, Monday to Friday, 8:30-17:00.

The Council reserves the right at any time to cease the procurement process and not award a Contract or to award only part of the opportunity described in this notice. If the Council takes up this right, then they will not be responsible for or pay the expenses or losses, which may be incurred by any organisation or tenderer as a result.

## **Commercial tool**

Establishes a framework

## **Total value (estimated)**

- £2,500,000 excluding VAT
- £3,000,000 including VAT

Above the relevant threshold

## **Contract dates (estimated)**

- 1 December 2025 to 30 November 2029
- 4 years

## **Main procurement category**

Services

## **CPV classifications**

- 71410000 - Urban planning services

## **Contract locations**

- UKH23 - Hertfordshire
-

## **Framework**

### **Maximum number of suppliers**

7

### **Maximum percentage fee charged to suppliers**

0%

### **Framework operation description**

Awards under the Framework

If the Council decides to source Services through the Framework then it may:

- (a) satisfy its requirements for the Services by awarding a Contract in accordance with the terms laid down in this Framework without re-opening competition; or
- (b) satisfy its requirements for Services by awarding a Contract following a mini-competition conducted in accordance with the requirements of clause 4.4. Full details are in the tender document set.

### **Award method when using the framework**

Either with or without competition

### **Contracting authorities that may use the framework**

Establishing party only

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## **Submission**

### **Enquiry deadline**

29 August 2025, 12:00pm

### **Tender submission deadline**

15 September 2025, 12:00pm

### **Submission address and any special instructions**

<https://in-tendhost.co.uk/supplyhertfordshire>

### **Tenders may be submitted electronically**

Yes

### **Languages that may be used for submission**

English

### **Award decision date (estimated)**

4 November 2025

### **Recurring procurement**

Publication date of next tender notice (estimated): 2 June 2029

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## Award criteria

Name	Description	Type
Simple description	Weightings - Price 40% and Quality 60% Please refer to Section 4 of the Instructions to Tenderers document for a full breakdown of the Award Criteria.	Price

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## Weighting description

Weightings - Price 40% and Quality 60%

Please refer to Section 4 of the Instructions to Tenderers document for a full breakdown of the Award Criteria.

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## Other information

### Payment terms

Invoices are to be submitted to the Council, in accordance with the Prices and Payment clause in the Conditions of Contract. Payment will normally be made within thirty (30) days of receipt of a correct invoice.

### Description of risks to contract performance

The Contract will be based on the Council's standard terms. There are no known immediate risks to performance during the initial [insert number of years] fixed term of this contract. However, a key strategic risk relates to potential future policy changes surrounding devolution and governance arrangements. Such changes could directly affect

the structure, scope, or continuation of the contract beyond the fixed term. While no decisions have been made at this stage, the contracting authority is actively monitoring the evolving landscape. Suppliers should be aware that any resulting implications will be managed in accordance with applicable legislation and clear communication will be provided should any material change arise. Such changes will be agreed between both parties in writing with a variation.

## **Conflicts assessment prepared/revised**

Yes

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## **Procedure**

### **Procedure type**

Open procedure

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## **Contracting authority**

### **Hertfordshire County Council**

- Public Procurement Organisation Number: PWJT-5264-WYMY

Robertson House, Six Hills Way

Stevenage

SG1 2FQ

United Kingdom

Email: [strategic.procurement@hertfordshire.gov.uk](mailto:strategic.procurement@hertfordshire.gov.uk)

Website: <http://www.hertfordshire.gov.uk>

Region: UKH23 - Hertfordshire

Organisation type: Public authority - sub-central government