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Tender

Tender for Provision of Employee Screening Services

LIFT SCHOOLS

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

Notice identifier: 2025/S 000-053775

Procurement identifier (OCID): ocds-h6vhtk-0593c3 ([view related notices](#))

Published 4 September 2025, 9:55am

Scope

Reference

T292

Description

We are seeking a reliable, efficient, and experienced provider to deliver comprehensive employment checks for new starters across our schools and central team. The successful provider will support our commitment to safer recruitment, statutory compliance, and candidate experience.

The provider must deliver pre-employment checks in line with statutory guidance, regulatory frameworks, and best practice. This includes:

Identity verification

Right to work in the UK

Enhanced DBS checks (with or without barred list, depending on role)

Overseas criminal checks (where applicable)

Prohibition from teaching and section 128 checks

Qualification verification (e.g. QTS, degree certificates)

Employment history checks and gap analysis

Reference checks (minimum two references, including most recent employer covering 2 years)

Medical fitness declaration

Disqualification by association (where applicable)

Teacher sanctions or restrictions (including EEA checks if relevant)

Credit checks (for roles with financial responsibility)

Social media screening

Digital ID verification

Total value (estimated)

- £240,000 excluding VAT
- £288,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 10 November 2025 to 9 November 2028
- 3 years

Main procurement category

Services

CPV classifications

- 75130000 - Supporting services for the government
- 79610000 - Placement services of personnel
- 79630000 - Personnel services except placement and supply services
- 79631000 - Personnel and payroll services
- 79700000 - Investigation and security services
- 79900000 - Miscellaneous business and business-related services

Submission

Enquiry deadline

3 October 2025, 10:00am

Tender submission deadline

6 October 2025, 12:00pm

Submission address and any special instructions

<https://in-tendhost.co.uk/educationportal.aspx/Home>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

17 October 2025

Recurring procurement

Publication date of next tender notice (estimated): 2 October 2028

Award criteria

Name	Description	Type
Simple description	<p>1) Contract Management 10% Please set out your proposed management and supervisory structure for this Contract, including but not limited to contract management supervision and senior management involvement in the contract including CVs</p> <p>2) Compliance Controls 10% Tenderers are to provide a comprehensive response detailing their compliance controls and how they will ensure new staff are compliant with both the statutory</p>	Price

Name	Description	Type
	<p>guidance in "Keeping Children Safe in Education" (KCSIE) and all relevant employment law. 3)Methodology - 10% Tenderers are to set out their proposed methodology for the mobilisation and implementation of the contract together with a summary of required activities.</p> <p>4)Technology and Reporting Capability 10% Please set out details of your technology and reporting capability including but not limited to, training programme and measures to ensure familiarity of all the sites 5)Quality Management 10% Please set out your proposals for ensuring high levels of quality service are delivered to Lift Schools. This should include how you will be undertaking inspection of checks completed 6)Customer Service 10% Tenderers are to set out the range of support that they will offer to the candidates to ensure that the candidate experience is clear and respectful . The answer should include any form of customer rating experience that is utilised by the supplier together with details of any customer service KPI's or SLA's</p>	

Weighting description

1) Contract Management 10%

Please set out your proposed management and supervisory structure for this Contract,

including but not limited to contract management supervision and senior management involvement in the contract including CVs

2)Compliance Controls 10%

Tenderers are to provide a comprehensive response detailing their compliance controls and how they will ensure new staff are compliant with both the statutory guidance in "Keeping Children Safe in Education" (KCSIE) and all relevant employment law.

3)Methodology - 10%

Tenderers are to set out their proposed methodology for the mobilisation and implementation of the contract together with a summary of required activities.

4)Technology and Reporting Capability 10%

Please set out details of your technology and reporting capability including but not limited to, training programme and measures to ensure familiarity of all the sites

5)Quality Management 10%

Please set out your proposals for ensuring high levels of quality service are delivered to Lift Schools. This should include how you will be undertaking inspection of checks completed

6)Customer Service 10%

Tenderers are to set out the range of support that they will offer to the candidates to ensure that the candidate experience is clear and respectful . The answer should include any form of customer rating experience that is utilised by the supplier together with details of any customer service KPI's or SLA's

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Special regime

Light touch

Documents

Associated tender documents

<https://in-tendhost.co.uk/educationportal.aspx/Home>

Intend Tendering Portal. Suppliers are to register interest and can then download all documents

Contracting authority

LIFT SCHOOLS

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London

W12 7TF

United Kingdom

Contact name: Andrea Weed

Telephone: 07831136229

Email: procurement@liftschools.org

Region: UKI33 - Kensington & Chelsea and Hammersmith & Fulham

Organisation type: Public authority - sub-central government