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Award

Migration Support Services (HDG/2025/868)

Stoke on Trent City Council

UK6: Contract award notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-053924

Procurement identifier (OCID): ocds-h6vhtk-04fd11 ([view related notices](#))

Published 4 September 2025, 1:35pm

Scope

Reference

HDG/2025/868

Description

Support Service for all migrants into the city including vulnerable Asylum Seekers and Refugees. The Service will deliver legal advice and assistance to ensure that people receive all the resources they are entitled to, in accordance with relevant Legislation

This Project will be undertaken in accordance with regulations stated under the Procurement Act 2023 and will be classed as being undertaken as a light touch Contract and will be for a 1+1+1 duration up to a maximum of 3 Years subject to funding.

Contract 1

Supplier

- Staffordshire North & Stoke on Trent Citizens Advice Bureaux

Contract value

- £224,929.95 excluding VAT
- £269,915.15 including VAT

Below the relevant threshold

Award decision date

4 September 2025

Earliest date the contract will be signed

19 September 2025

Contract dates (estimated)

- 1 October 2025 to 30 September 2026
- Possible extension to 31 March 2030
- 4 years, 6 months

Description of possible extension:

light touch Contract and will be for a 1+1+1 duration up to a maximum of 3 Years subject

to funding.

Main procurement category

Services

CPV classifications

- 79140000 - Legal advisory and information services
- 98000000 - Other community, social and personal services

Contract locations

- UKG23 - Stoke-on-Trent

Information about tenders

- 2 tenders received
- 2 tenders assessed in the final stage:
 - 2 submitted by small and medium-sized enterprises (SME)
 - 0 submitted by voluntary, community and social enterprises (VCSE)
- 1 supplier awarded contracts
- 1 supplier unsuccessful (details included for contracts over £5 million)

Procedure

Procedure type

Below threshold - open competition

Special regime

Light touch

Supplier

Staffordshire North & Stoke on Trent Citizens Advice Bureaux

Advice House, Cheapside

Stoke-on-Trent

ST1 1HL

United Kingdom

Email: sam.hubbard@casns.org.uk

Region: UKG23 - Stoke-on-Trent

Small or medium-sized enterprise (SME): Yes

Voluntary, community or social enterprise (VCSE): No

Contract 1

Contracting authority

Stoke on Trent City Council

- Public Procurement Organisation Number: PDQZ-1442-RZTZ

Civic Centre, Glebe Street

Stoke-on-Trent

ST4 1HH

United Kingdom

Email: categorymanagement@stoke.gov.uk

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

Region: UKG23 - Stoke-on-Trent

Organisation type: Public authority - sub-central government