

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/054629-2025>

Tender

## **Provision of Certified Mechanical Handling Equipment Services**

Driver and Vehicle Licensing Agency

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

Notice identifier: 2025/S 000-054629

Procurement identifier (OCID): ocds-h6vhtk-0595c5 ([view related notices](#))

Published 8 September 2025, 1:05pm

### **Scope**

### **Reference**

CRN/25/04

### **Description**

The Agency has a requirement to ensure all staff operating forklift trucks and electric pallet trucks comply with government legislation and industry standards, specifically Road Transport Industry Training Board (RTITB) certification.

The Agency utilises forklift trucks and electric pallet trucks across its stores and operational areas to facilitate business activities

The DVLA requires various health and safety certified training courses to support staff training and development.

### **Total value (estimated)**

- £52,000 excluding VAT
- £65,000 including VAT

Below the relevant threshold

### **Contract dates (estimated)**

- 20 October 2025 to 19 October 2028
- 3 years

### **Main procurement category**

Services

### **CPV classifications**

- 80500000 - Training services

### **Contract locations**

- UK - United Kingdom

---

## **Participation**

### **Conditions of participation**

Completion of ITT Pack

## **Particular suitability**

Small and medium-sized enterprises (SME)

---

## **Submission**

### **Enquiry deadline**

15 September 2025, 12:00pm

### **Tender submission deadline**

3 October 2025, 12:00pm

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

DVLA has issued this procurement opportunity via the Department for Transport's (DfT) sourcing portal, Jaggaer.

To read the ITT documentation, and submit a response or bid, you will need to be registered as a supplier on Jaggaer, using the following link:

<https://dft.app.jaggaer.com>

You will then need to search for the following ITT number : ITT\_2792

Note that you will require a DUNS number (Dun and Bradstreet) to

register on Jaggaer. If you do not know your number, search for it via the following link:

<https://www.dnb.co.uk/duns-number/lookup.html>

If a DUNS number is not found, follow the guidance on how to acquire one.

If you have any technical issues registering, contact Jaggaer's

helpdesk:

0800 069 8630

[help\\_uk@jaggaer.com](mailto:help_uk@jaggaer.com)

## **Tenders may be submitted electronically**

Yes

---

## **Award criteria**

Contract will be awarded after evaluation of quality/price

---

## **Procedure**

### **Procedure type**

Below threshold - open competition

---

## **Contracting authority**

## **Driver and Vehicle Licensing Agency**

- Public Procurement Organisation Number: PYVZ-4215-PGYM

Longview Road

Morrison

SA6 7JL

United Kingdom

Contact name: Dylan Thomas

Email: [sourcetopay.helpdesk@dvla.gov.uk](mailto:sourcetopay.helpdesk@dvla.gov.uk)

Region: UKL18 - Swansea

Organisation type: Public authority - central government