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Tender

## **Provision of Legal Services**

Nottingham Trent University (NTU)

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

Notice identifier: 2025/S 000-055276

Procurement identifier (OCID): ocds-h6vhtk-059751 ([view related notices](#))

Published 10 September 2025, 10:30am

## **Scope**

## **Reference**

NTU/25/2897/DS

## **Description**

Nottingham Trent University intends to establish an open framework agreement for the Provision of Legal Services. The requirement will be divided into the following Lots: Lot 1a - Property (or Real Estate). Lot 1b – Construction. Lot 2a - Human Resources (Ad-Hoc). Lot 2b – Human Resources (Retainer Service). Lot 3 - Dispute Resolution. Lot 4 - Commercial and Corporate Services. Lot 5 - Student Matters. Lot 6 - Patent Management.

## **Commercial tool**

Establishes an open framework

A series of frameworks with substantially the same terms. Awarded suppliers are carried

over and new suppliers can bid.

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

- £6,666,666.67 excluding VAT
- £8,000,000 including VAT

Above the relevant threshold

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

- 2 March 2026 to 1 March 2029
- Possible extension to 1 March 2034
- 8 years

Description of possible extension:

The Tender is being run in accordance with the Procurement Act 2023 (the Act) and any regulations made under it, including the Procurement Regulations 2024 (Regulations), as amended from time to time. This is an Open Procedure tender, as defined in sections 20(1) and 20(2)(a) of the Act. The University is setting up an Open Framework, which is a series of successive frameworks as defined by the Act. This is the framework 1 of the scheme (NTU/25/2897/DS). There are a maximum of two frameworks under this open framework. This competition is for the award of framework one in the scheme of frameworks. Framework one will have a contract period of 36 months. Framework two will have a contract period of 60 months. The open framework will last 8 years in total.

### **Main procurement category**

Services

### **CPV classifications**

- 79100000 - Legal services

## **Contract locations**

- UKF14 - Nottingham
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## **Lot LOT-0001. Lot 1a - Property (or Real Estate)**

### **Description**

Legal advice, legal drafting and legal support in respect of: Acquisition, disposal and development; Conveyancing; Leasing and licences; Planning law; Landlord and tenant; Boundaries and ownership issues.

### **Lot value (estimated)**

- £1,250,000 excluding VAT
- £1,500,000 including VAT

Framework lot values may be shared with other lots

### **Same for all lots**

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## Lot LOT-0002. Lot 1b - Construction

### Description

Legal advice, legal drafting and legal support in respect of: Building contracts; Bonds, warranties, guarantees and insurance; Professional appointments and commercial frameworks; Litigation and disputes; Health and safety relating to construction; Environmental law.

### Lot value (estimated)

- £1,250,000 excluding VAT
- £1,500,000 including VAT

Framework lot values may be shared with other lots

### Same for all lots

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## Lot LOT-0003. Lot 2a - Human Resources (Ad-Hoc)

### Description

The University's Human Resource Department wish to appoint a roster of suppliers to be available to provide advice and guidance on a range of legal HR matters and ongoing support for legal cases. The University expects the appointed Supplier(s) to provide access to suitably qualified lawyers in a range of disciplines at short notice, and to demonstrate the added value they can offer to NTU for example, ongoing staff development, and updates on areas of HR law. The University does not wish to operate a formal retainer service for HR services going forward, but the University is keen to retain supplier(s) that can provide quick general employment related advice, as and when

required.

### **Lot value (estimated)**

- £1,333,333.33 excluding VAT
- £1,600,000 including VAT

Framework lot values may be shared with other lots

### **Same for all lots**

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot LOT-0004. Lot 2b - Human Resources (Retainer Service)**

### **Description**

The University's Human Resource department wish to appoint a single Supplier to be available to provide advice and guidance on a range of legal HR matters and ongoing support for legal cases. In exchange for a monthly retainer fee, the University expects the appointed Supplier to provide access to suitably qualified lawyers in a range of disciplines at short notice, and to demonstrate the added value they can offer to NTU for example, ongoing staff development, and updates on areas of HR law.

### **Lot value (estimated)**

- £208,333.33 excluding VAT
- £250,000 including VAT

Framework lot values may be shared with other lots

## **Same for all lots**

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot LOT-0005. Lot 3 - Dispute Resolution**

### **Description**

To advise and/or represent in matters of litigation, which may include, but is not limited to: Resolution of disputes including litigation, adjudication and arbitration; Commercial and property related litigation; Health and Safety and Regulatory matters, including the defence of regulatory investigations and prosecutions; Personal injury litigation, including stress and disease claims; Reputation management, including defamation; Debt collection; Judicial review; Appointment and recommendation of Barristers; and Clinical negligence and complaints.

### **Lot value (estimated)**

- £500,000 excluding VAT
- £600,000 including VAT

Framework lot values may be shared with other lots

## **Same for all lots**

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot LOT-0006. Lot 4 - Commercial and Corporate Services**

## Description

Legal advice, legal drafting and legal support in respect of: Research grants and contracts; Collaborative ventures; Intellectual Property matters; Funding and finance models; Loan agreements between organisations; EU procurement law, Public Contract Regulations, tenders and contracts (or successive laws/regulations); Data protection and GDPR compliance; Freedom of Information; Equality and Diversity; Confidentiality agreements (NDAs) and knowledge transfer agreements; Funding agreements; Legacies and donations; Company Law and charity law, including taxation; Constitutional and governing documents; and Competition law, including State Aid. Trademarks General commercial contracts

## Lot value (estimated)

- £500,000 excluding VAT
- £600,000 including VAT

Framework lot values may be shared with other lots

## Same for all lots

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## Lot LOT-0007. Lot 5 - Student Matters

### Description

Practical legal advice, legal drafting and legal support on student matters, including but not limited to; Student academic appeals, student complaints, student disciplinary matters, fitness to practise issues and other student procedures and processes; Appeals submitted to the Office of the Independent Adjudicator for Higher Education (OIA) including the drafting of written submissions and liaison with OIA staff Compliance with the requirements of the Competition and Markets Authority (CMA) and other regulatory bodies in relation to the student contract for tuition (including fee issues)

### **Lot value (estimated)**

- £500,000 excluding VAT
- £600,000 including VAT

Framework lot values may be shared with other lots

### **Same for all lots**

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot LOT-0008. Lot 6 - Patent Management**

### **Description**

Practical legal advice, legal drafting and legal support on patent management, including but not limited to; Expertise and advice in relation to filling for patent applications; and Patent renewals (including reminders of patent deadlines)

### **Lot value (estimated)**

- £1,125,000 excluding VAT
- £1,350,000 including VAT

Framework lot values may be shared with other lots

### **Same for all lots**

CPV classifications, contract locations and contract dates are shown in the Scope section,

because they are the same for all lots.

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## **Framework**

### **Open framework scheme end date (estimated)**

2 March 2034

### **Maximum number of suppliers**

Unlimited

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

0%

### **Framework operation description**

The Tender is being run in accordance with the Procurement Act 2023 (the Act) and any regulations made under it, including the Procurement Regulations 2024 (Regulations), as amended from time to time. This is an Open Procedure tender, as defined in sections 20(1) and 20(2)(a) of the Act. The University is setting up an Open Framework, which is a series of successive frameworks as defined by the Act. This is the framework 1 of the scheme (NTU/25/2897/DS). There are a maximum of two frameworks under this open framework. This competition is for the award of framework one in the scheme of frameworks. Framework one will have a contract period of 36 months. Framework two will have a contract period of 60 months. The open framework will last 8 years in total. Any subsequent extension to the Framework will be agreed between NTU and the appointed Suppliers. It is likely that NTU will seek the Supplier/s to demonstrate improvements to the services and/or price reductions before considering an extension. For any extension(s) to the Framework, discussions with Supplier(s) to arrive at an agreed position shall be conducted sufficiently far in advance of the expiry date.

## **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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## **Participation**

### **Legal and financial capacity conditions of participation**

**Lot LOT-0001. Lot 1a - Property (or Real Estate)**

**Lot LOT-0002. Lot 1b - Construction**

Please see published tender documents.

**Lot LOT-0003. Lot 2a - Human Resources (Ad-Hoc)**

**Lot LOT-0004. Lot 2b - Human Resources (Retainer Service)**

**Lot LOT-0005. Lot 3 - Dispute Resolution**

**Lot LOT-0006. Lot 4 - Commercial and Corporate Services**

**Lot LOT-0007. Lot 5 - Student Matters**

**Lot LOT-0008. Lot 6 - Patent Management**

Please see published tender documents.

### **Technical ability conditions of participation**

**Lot LOT-0001. Lot 1a - Property (or Real Estate)**

**Lot LOT-0002. Lot 1b - Construction**

Please see publish tender documents.

**Lot LOT-0003. Lot 2a - Human Resources (Ad-Hoc)**

**Lot LOT-0004. Lot 2b - Human Resources (Retainer Service)**

**Lot LOT-0005. Lot 3 - Dispute Resolution**

**Lot LOT-0006. Lot 4 - Commercial and Corporate Services**

**Lot LOT-0007. Lot 5 - Student Matters**

**Lot LOT-0008. Lot 6 - Patent Management**

Please see published tender documents.

**Particular suitability**

**Lot LOT-0001. Lot 1a - Property (or Real Estate)**

**Lot LOT-0002. Lot 1b - Construction**

**Lot LOT-0003. Lot 2a - Human Resources (Ad-Hoc)**

**Lot LOT-0004. Lot 2b - Human Resources (Retainer Service)**

**Lot LOT-0005. Lot 3 - Dispute Resolution**

**Lot LOT-0006. Lot 4 - Commercial and Corporate Services**

**Lot LOT-0007. Lot 5 - Student Matters**

**Lot LOT-0008. Lot 6 - Patent Management**

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

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**Submission**

### **Enquiry deadline**

13 October 2025, 12:00pm

### **Tender submission deadline**

15 October 2025, 12:00pm

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

[https://uk.eu-supply.com/app/rfq/rwlenrance\\_s.asp?PID=97944&B=](https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=97944&B=)

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

Yes

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

English

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

5 December 2025

### **Recurring procurement**

Publication date of next tender notice (estimated): 3 March 2034

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## Award criteria

### Lot LOT-0001. Lot 1a - Property (or Real Estate)

Name	Description	Type	Weighting
Technical Criteria	Technical Criteria	Quality	30%
Service Delivery	Service Delivery	Quality	30%
Commercial Offer Schedule	Commercial Offer Schedule	Price	20%
Quality Criteria	Quality Criteria	Quality	10%
Service Innovation	Service Innovation	Quality	5%
Sustainability	Sustainability	Quality	5%

### Lot LOT-0002. Lot 1b - Construction

### Lot LOT-0003. Lot 2a - Human Resources (Ad-Hoc)

### Lot LOT-0004. Lot 2b - Human Resources (Retainer Service)

### Lot LOT-0005. Lot 3 - Dispute Resolution

### Lot LOT-0006. Lot 4 - Commercial and Corporate Services

### Lot LOT-0007. Lot 5 - Student Matters

### Lot LOT-0008. Lot 6 - Patent Management

Name	Description	Type	Weighting
Technical criteria	Technical criteria	Quality	30%
Service Delivery	Service Delivery	Quality	30%
Commercial Offer Schedule	Commercial Offer Schedule	Price	20%
Quality Criteria	Quality Criteria	Quality	10%
Service Innovation	Service Innovation	Quality	5%
Sustainability	Sustainability	Quality	5%

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## Other information

### Applicable trade agreements

- Government Procurement Agreement (GPA)

## **Conflicts assessment prepared/revised**

Yes

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## **Procedure**

### **Procedure type**

Open procedure

### **Justification for not publishing a preliminary market engagement notice**

The university did not conduct any pre market engagement activities in relation to this tender.

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## **Contracting authority**

### **Nottingham Trent University (NTU)**

- Public Procurement Organisation Number: PLJN-1931-JMHG

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Nottingham

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United Kingdom

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Region: UKF14 - Nottingham

Organisation type: Public authority - sub-central government