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Tender

## **CPU7772 - Emergency and/or Temporary Accommodation with Support for the Homeless**

Nottingham City Council

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

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### **Scope**

### **Reference**

CPU7772

### **Description**

This Open Framework is for the provision of Emergency and/or Temporary Accommodation with Support for the Homeless.

This Procurement is a replacement for 'Lot 3 - Temporary Accommodation for Homeless Households' in the previously tendered 'CPU3880 and CPU7231 - Framework for Community Based Support and Accommodation Based Services for homeless people (and those at risk of homelessness)' procurement. It is important for Suppliers to note that if they are on the above Framework for Lot 3 and wish to participate in future contract opportunities for this service, they will need to submit a response to this Procurement.

Suppliers will be required to supply appropriate Accommodation AND Support Services to Service Users and demonstrate experience in this.

## Aims

The Nottingham Homelessness and Rough Sleeping Prevention Strategy 2025-2030 contains the following aims:

- To achieve a reduction in the number of households living in Temporary Accommodation.
- To decrease the length of time that households are living in Temporary Accommodation.
- To achieve a sufficient supply of Temporary Accommodation for those households who need it at best value for the council.

## Overarching Aims

- Provide safe and suitable immediate shelter to homeless households which is available for them to occupy as Emergency Accommodation or Temporary Accommodation in accordance with Nottingham City Council's responsibilities and decisions under the Housing Act 1996 Part VII.
- Support Nottingham City Council in its inquiries following the Statutory Housing Assessment and in the delivery of the Personalised Housing Plan.
- To assist Nottingham City Council in reducing the use of inappropriate Emergency and/or Temporary Accommodation and minimise time in Emergency and/or Temporary Accommodation.

## Overarching Objectives

Facilitate pathways of communication between Nottingham City Council Housing Solutions and homeless households:

- Communicate consistent and realistic messages to Service Users about their housing options and their responsibilities in achieving move on.
- Promote the Private Rented Sector as the primary rehousing option and assist with identifying suitable housing of this tenure during the homelessness 'Relief' duty.
- Operate entirely in partnership with Nottingham City Council Housing Solutions and in response to the statutory decisions reached.

- Provide accommodation with onsite housing related support (individualised to each Service User) where engagement is conditional to residency and whereby only people who require this support should be referred and accepted into the services.
- Facilitate access to assessment to identify and address underlying needs and improve the health and wellbeing of people using the service, reducing their risk of harm and repeat homelessness.
- Host specialist in-reach/drop-in sessions within their premises to facilitate flexible access to support beyond housing related thresholds for their Service Users.
- To help support the development of integrated and aligned pathways across housing; social care; primary and secondary health services; mental health drug and alcohol services, welfare services and the criminal justice sector.

This is a light touch special regime concession contract as per Sections 8 and 9 of the Procurement Act 2023. The process to be used will be the Open Procedure as per Section 20 of the Procurement Act 2023. This means Suppliers will submit Core Supplier Information and a Procurement Specific Questionnaire alongside their Tender. Where a Supplier fails the Core Supplier and/or Procurement Specific Questionnaire requirement, their Tender will not be assessed.

The Authority is seeking to put in place an Open Framework to establish the initial Framework and appoint one or more Framework Members to deliver services. This Procurement is intended to set up a list of approved Framework Members. There is no limit to the number of Suppliers who can be Framework Members. Call-off Award Procedures will then be conducted, and Call-off contracts will then be awarded.

The Open Framework Mechanism allows the Authority to 're-open' the Framework to new Framework Members, while allowing existing Framework members to also remain as Framework Members. The Authority reserves the right to re-open the Framework to new potential Framework Members when it deems it is required to ensure:

- Procurement legislation is complied with.
- Capacity requirements can be met.
- To ensure adequate competition in the Call-off Award Procedure.
- To meet needs that are not satisfied by current Framework Members.
- Other reasons deemed reasonable by the Authority.

The Authority will post a Tender Notice on Find Tender Service/CDP when it re-opens the

## Framework for new Tender submissions.

As this Procurement is for a 'Light Touch Contract', the process and award of Call-off contracts may include some flexibilities permitted by this Special Regime of the Procurement Act (2023).

Suppliers will be required to behave lawfully and ethically in sourcing Accommodation and in a manner that does not create additional Homelessness. The Authority reserves the right not to contract or proceed with Orders with any Suppliers where it is discovered this is not the case and the Authority reserves the right to no longer work with the Supplier in the future.

## TUPE

The initial tendering of this Procurement does not give rise to the Transfer of Undertakings (Protection of Employment) 2006 Regulations, as no existing services are being transferred. Where existing services are reviewed and put out as a Call-off Award Procedure opportunity then TUPE may be considered in each relevant case.

## Lots

This Procurement does not consist of Lots. The Authority does not have the required information to adequately categorise Lots, for eg via 'type of accommodation' or 'geographical area' and so does not wish to reduce the amount of available competition in the Call-off Award Procedure. The Authority reserves the right to use Lots in the Call-off Award Procedure.

## Consideration of SME's

SME's have been considered as below:

- Advanced notice promoted via Pipeline Notice/
- No Lots so only one bid for access to all Call-off opportunities.
- Clear requirements for Conditions of Participation to make it clear the type of experience and capability required.
- Longer than required bid time provided.
- No insurance required at Framework stage.
- Low liability cap amounts.

- Framework can be re-opened for new SME's/Suppliers

#### Framework Term

The first framework for a term of up to three years starting from 1 January 2026 to 31 December 2028 and a second framework for a term of up to a further five years from 1 January 2029 to 31 December 2033.

The actual Framework dates and number of Frameworks are indicative only, but the total Term is of all Frameworks added together is a maximum of eight years.

In the event that only one supplier is appointed to any individual Framework in the scheme of Frameworks during the open Framework Period then the maximum term for the Framework, and the open Framework, will be 4 years from the date on which the single supplier Framework is awarded.

#### PME

No Pre-market Engagement has been undertaken and no notice has been published.

#### Tender Modifications

The Authority reserves the right to:

- Refine/modify the Procurement process and/or terms
- Refine the Award Criteria
- 'Roll' the Procurement to an appropriate previous stage

#### Clarifications

All Suppliers should access the 'Messages' section of the e-procurement system (The Portal) on a regular basis to check for any clarifications issued on this project and/or any public exchange of information between interested parties, before final submission of their bid. It is the sole responsibility of Suppliers to do so.

#### East Midlands Procurement Portal (the Portal)

Once the Tender Notice is published, Tender documents can be obtained from the East Midlands Procurement Portal at <https://www.eastmidstenders.org/> by searching for CPU7772. You will need register on this website to use it Please note if you require any assistance regarding the registration on the East Midlands Procurement Portal please contact Proactis direct via Helpdesk on Tel: 0330 005 0352 or Email:

[procontractsuppliers@proactis.com](mailto:procontractsuppliers@proactis.com). This is not a Council website, so we are unable help.

Central Digital Platform (CDP) - Also referred to as Find A Tender Service

Suppliers participating in procurements are now required to register on the Central Digital Platform (CDP). Suppliers can submit their Core Supplier Information and, where a procurement opportunity arises, share this information with the contracting authority via the CDP. It is free to use and will mean suppliers should no longer have to re-enter this information for each public procurement but simply ensure it is up to date and subsequently shared with the appropriate Contracting Authority. Part 1 of the Procurement Specific Questionnaire provides confirmation that suppliers have taken these steps.

The CDP can be found here: <https://www.find-tender.service.gov.uk/Search>

You may have previously registered on the previous Find a Tender Service before the 24 February 2025. You will need to re-register on this enhanced platform.

Guidance can be found here:

<https://www.gov.uk/government/collections/information-and-guidance-for-suppliers>

Suppliers are required to fully complete the required information are part of the registration process on the CDP. Please note The Council has no influence on the operation, control and content required on this platform. It is advised that Suppliers interested in this opportunity register on the CDP as soon as possible. Even if you are not interested in this opportunity, registration will give you access to all contract opportunities published on this site.

Please also see Associated Tender Documents for more information about the Authority's requirements.

## 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)**

- £27,214,972 excluding VAT
- £32,657,966 including VAT

Above the relevant threshold

## **Contract dates (estimated)**

- 1 January 2026 to 31 December 2028
- Possible extension to 31 December 2033
- 8 years

Description of possible extension:

The first framework for a term of up to three years starting from 1 January 2026 to 31 December 2028 and a second framework for a term of up to a further five years from 1 January 2029 to 31 December 2033.

The actual Framework dates and number of Frameworks are indicative only, but the total Term is of all Frameworks added together is a maximum of eight years.

## **Options**

The right to additional purchases while the contract is valid.

Local Government Re-organisation could lead to increased service, requirements, delivery in different locations and increase in Framework value

## **Main procurement category**

Services

## **CPV classifications**

- 55250000 - Letting services of short-stay furnished accommodation
- 85300000 - Social work and related services

## **Contract locations**

- UKF14 - Nottingham
- UKF15 - North Nottinghamshire
- UKF16 - South Nottinghamshire

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## **Framework**

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

31 December 2033

### **Maximum number of suppliers**

Unlimited

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

0%

### **Framework operation description**

Call-off Contract awards can be made by

- Standard Services - a Direct Award
- Competitive Selection Procedure (Mini-Competition - services awarded after re-opening competition among Framework Members).

### Standard Services - Direct Award

The Authority may award a Call-off Contract via a direct award based on:

1) Most Appropriate Framework Member, based on one or more of the criteria:

- existing arrangements with Framework Member (continuity)
- Service User preference
- Cost and any additional costs to be charged
- Availability of service and timescales of mobilisation for Accommodation
- Location of Accommodation
- Service User support needs
- Other reasons as decided by the Authority

The information for this will be obtained from the Framework Member as requested by the Authority.

2) The Authority may also use the list of Framework Members to award User Choice Contracts (as defined by the Act), where the scope of the Framework Services is appropriate for the User Choice Contract.

### Competitive Selection Procedure

The Authority may award Call-off Contracts via a Competitive Selection Procedure as per the below:

1) Award to a single Framework Member or to multiple Framework Members via a block booking contract. Details of how Households/Individuals will be allocated Accommodation Units, after the Contract Award Procedure, will be detailed in the specific Competitive Selection Procedure documents.

2) A request for prices for a fixed period, where Orders (Spot or Advance Bookings) are then allocated based on Framework Member ranking (based on lowest price, for example)

that has the available Accommodation Unit/s.

3) Other Competitive Selection Procedure/s as defined by the Authority.

## SECTION 2 - INFORMATION RELATING TO ALL CALL-OFF AWARD PROCEDURE

### Tie-Break

If a Call-Off Award Procedure ends in a tie (i.e. the same number of points), then the Call-Off Award Procedure document for that procurement will detail the next steps.

#### Call-Off Award Procedure - Award Criteria

Award criteria can be different to the Framework award criteria and will be based on:

- Quality only
- Price
- Price and Quality

Price assessment could include transport costs the Authority will incur (if relevant this will be detailed in the specific call-off documents).

Quality assessment may include assessment of facilities provided, Accommodation Unit location, Accommodation Unit type of property, Accommodation Unit availability or mobilisation time, site visits, support required, Service User preference, or any other factor deemed relevant by the Authority.

Weightings for the above can be varied from 0% to 100%.

#### Call-off Award Procedure - Conditions of Participation

The Authority reserves the right to include Conditions of Participation criteria (minimum requirements) as part of the Call-Off Award Procedure, and this can be different to the Framework Conditions of Participation criteria.

This could include:

- Finance Check - the Authority also reserves the right to make a finance check on any bidding Framework Member awarded a Call-off Contract. Where there are concerns with the financial viability of the bidding Framework Member then the Authority has the right not to award the Call-off Contract to that Framework Member.

- Insurance Requirements
- Relevant Experience
- Whether Framework Members' Connected person or Associated Persons are 'Excluded' or 'Excludable' as defined by the Act.
- Business Charter - Successful Framework Members may be required to sign up to the Nottingham Business Charter (Part B - section 4 of Invitation to Tender) when awarded appropriate Call-off contracts.
- Any other criteria required for the specific Call-Off Award Procedure.

#### Call-Off Award Procedure - Further Detail

For the relevant Call-Off Award Procedure, the Authority may contact Framework Members, via email, phone, or via the e-procurement system or any method as required.

If no Framework Member successfully responds to a Call-Off Award Procedure, the Authority reserves the right to enter into other contracts and arrangements for the relevant requirements including making a direct award or awarding to other providers outside of the Framework.

#### Abnormally Low Tenders

Where a Supplemental Tender is offering a price that the Authority considers to be abnormally low for the performance of the contract, the Authority will notify the Framework Member and provide the Framework Member reasonable opportunity to demonstrate that it will be able to perform the contract for the price offered in accordance with Section 19 of the Act. The Authority reserves the right to disregard the Supplemental Tender should it remain unsatisfied with the explanation provided by the Framework Member.

#### Lots

The Authority may divide the requirement into Lots in the Call-off Award Procedure.

#### TUPE (Transfer of Undertakings and Protection of Employment) Regulations

It is possible that, at the completion of a Call-Off Award Procedure, a TUPE situation may arise such that some or all of the Staff employed by current supplier in relevant service areas will transfer to the successful Framework Member or its subcontractors by operation of the Transfer of Undertakings (Protection of Employment) Regulations 2006.

#### Call-off Contract Terms and Conditions Amendments

The Authority may amend the Call-off Contract Terms and Conditions via the Order Form. Any amendments will be shown in the Call-off Award Procedure documents.

#### Order Confirmation

Post-award, the preferred/successful Framework Member will work together with the Authority to finalise any finer points of detail in preparation for Order/s. The Authority reserves the right to re-engage with any other Framework Member which has submitted a compliant Supplemental Tender in the event that it is unable to conclude the Order with the preferred/successful Framework Member.

The Authority reserves the right to conduct necessary due diligence on Call-Off Award Procedure responses before a preferred Framework Member is appointed and before contract award. Preferred Framework Member/s may be required to provide documentary evidence of compliance with the minimum standards of the Framework and Call-Off Award Procedure.

Call-off Contract terms and conditions are not subject to negotiation. The Authority reserves the right to ask Framework Members to clarify and, where appropriate, revise the precise details of their Supplemental Tender response.

The Framework Members must ensure that all documentation requested on award of contract by the Authority is supplied on request.

Any award of a Call-Off Contract may be conditional on the Contract being approved in accordance with the Authority's internal procedures and ability to proceed.

#### De-selection of Preferred/Successful Framework Member

Following the appointment of a preferred/successful Framework Member in the event that the preferred/successful Framework Member:

- a) Makes a material alteration to the response which formed the basis of its selection as successful Framework Member (whether as to price or any other aspect of its response); and/or
- b) Does not comply with one or more of the provisions of the requirements; and/or
- c) In the reasonable opinion of the Authority fails to make satisfactory progress towards signature of the Order; and/or
- d) In the case of any of the above, fails to remedy the situation to the reasonable satisfaction of the Authority within a defined period having been served notice in writing by the Authority.

e) Fails any further compliance or financial checks.

the Authority shall then de-select the preferred/successful Framework Member.

The Framework Member is required to behave lawfully and ethically in sourcing Accommodation and in a manner that does not create additional Homelessness. The Authority reserves the right not to contract or proceed with Orders with the Framework Member where it is discovered this is not the case and the Authority reserves the right to no longer work with the Framework Member in the future

The Authority reserves the right not to award a Call-off Contract to the preferred/successful Framework Member or to any Framework Member.

### **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**

See Associated Tender Documents

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

Safeguarding - must have safeguarding lead, Adults and Children's Safeguarding Policy, Staff must have enhanced DBS checks.

Insurance requirements.

Must meet Data Protection standards.

Must have policies as described in specification.

Must meet specified Accommodation Standards as described in specification and PSQ.

Must have experience of delivering: Experience in delivering support services for vulnerable people which could include homeless people AND experience in housing management services OR the delivery of supported accommodation-based services.

## **Particular suitability**

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

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## **Submission**

### **Enquiry deadline**

17 October 2025, 12:00pm

### **Tender submission deadline**

4 November 2025, 10:00am

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

Tenders must be submitted via <https://www.eastmidstenders.org>

**Tenders may be submitted electronically**

Yes

**Languages that may be used for submission**

English

**Award decision date (estimated)**

3 December 2025

**Recurring procurement**

Publication date of next tender notice (estimated): 1 April 2033

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**Award criteria**

Name	Description	Type	Weighting
Quality	<p>1. Access and Availability to the Service Provision and Accommodation - 15%</p> <p>2. Resettlement of Service Users - 20%</p> <p>3. Partnership Working - 15%</p> <p>4. Statutory Duties - 15%</p> <p>5. Staffing and Competency - 15%</p> <p>6. Mobilisation of Accommodation Units - 20%</p> <p>Minimum 'raw' score required overall otherwise Tender is excluded is 15 points</p> <p>Please see Associated tender Documents for further information.</p>	Quality	100%

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## Other information

### Payment terms

See Associated Tender Documents

### Description of risks to contract performance

The Authority considers that the following known risks may jeopardise the satisfactory performance of the Framework, but due to the nature of the risks, are unable to be addressed in the contract as awarded as they are not known at this point.

- Housing Benefit model changed by Central Government
- Legislative changes

- Changes in Capacity Requirements
- Local Government Re-organisation also leading to increased service, requirements, delivery in different locations and increase in Framework value

Following the identification of the above known risks, the Authority reserves the right to modify the contract and scope during the term of the Framework in accordance with Schedule 8, Paragraph 5 and Schedule 8, Paragraph 8 of the Procurement Act 2023.

## **Applicable trade agreements**

- Government Procurement Agreement (GPA)

## **Conflicts assessment prepared/revised**

Yes

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## **Procedure**

### **Procedure type**

Open procedure

### **Special regime**

Light touch

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## **Documents**

## Associated tender documents

<https://www.eastmidstenders.org>

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## Contracting authority

### Nottingham City Council

- Public Procurement Organisation Number: PZGG-1891-TDCX

Loxley House

Nottingham

NG2 3NG

United Kingdom

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

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

Region: UKF14 - Nottingham

Organisation type: Public authority - sub-central government