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Planning

## **Direct Payments Advice and Guidance Service**

Somerset Council

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-063184

Procurement identifier (OCID): ocids-h6vhtk-05aa4a

Published 8 October 2025, 10:59am

### **Scope**

#### **Description**

If you are interested in this potential opportunity, then please express an interest by responding to the requirements set out below by Friday 24th October 2025 at 16:00. Please send responses to [stephen.barker@somerset.gov.uk](mailto:stephen.barker@somerset.gov.uk)

Somerset Council is looking to assess market interest in the following Direct Payment (DP) services:

- Advice and guidance
- Scheme set up
- Payroll service
- Holding accounts (also known as managed accounts)
- DP plus (extra support)
- Personal Health Budget (PHB) Support

Interested organisations must be able to meet the following requirements:

- Provide advice and guidance Monday to Friday (9:00 till 17:00) via telephone, postal, support or face to face if necessary.
- Capacity and staffing to provide advice and guidance for 2,300 people.
- Capacity and staffing to provide a payroll service for 600 people.
- Capacity and staffing to provide a holding account for 800 people.
- Capacity and staffing to provide DP plus (extra support) for 50 people.
- Capacity and staffing to support setting up Personal Health Budgets for approximately 30 people at year.

The above quoted figures are subject to change.

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

- 1 April 2026 to 31 March 2031
- 5 years

### **Main procurement category**

Services

### **CPV classifications**

- 85000000 - Health and social work services

### **Contract locations**

- UKK23 - Somerset

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## **Engagement**

### **Engagement deadline**

24 October 2025

### **Engagement process description**

Please respond to the following taking into account the information provided above: -

Would you be interested in bidding for a potential tender for this Service in Somerset?  
Yes/ No

Please set out the estimated cost per annum for each of the following service areas:

Advice and guidance

Payroll Service

Holding Accounts

DP Plus

Personal Health Budgets

Please also set out any additional information on Service Delivery for each service area that you feel would be useful in supporting your estimated costs.

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## **Participation**

## Particular suitability

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

### Special regime

Light touch

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## Contracting authority

### Somerset Council

- Public Procurement Organisation Number: PPGC-1434-MQPJ

County Hall, The Crescent

Taunton

TA1 4DY

United Kingdom

Contact name: Steve Barker

Email: [stephen.barker@somerset.gov.uk](mailto:stephen.barker@somerset.gov.uk)

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

Region: UKK23 - Somerset

Organisation type: Public authority - sub-central government