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Planning

## PAN3317 - Connect to Work IPS Provision

Leicester City Council  
Rutland County Council  
Leicestershire County Council

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

Notice identifier: 2025/S 000-066003

Procurement identifier (OCID): ocds-h6vhtk-051948

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## Scope

## Reference

PAN3317

## Description

THIS IS NOT A CALL FOR COMPETITION

Leicester City Council (LCC) is undertaking a pre-market engagement exercise (PME) to gather information, ascertain the level of interest, develop an appropriate specification and determine the procurement approach the Authority may take to Supplier(s) for the Connect to Work IPS Provision. In addition to this, the Authority shall also be considering the pricing models Suppliers may be implementing for the service delivery.

LCC is the lead Accountable Body for this Connect to Work Provision in Leicester in association with Leicestershire County Council and Rutland County Council and LCC shall be working with these three constituent Local Authorities and be responsible for the commissioning and procurement of the Connect to Work delivery.

Suppliers shall note that this Pre Market Engagement Exercise (PME) is not a call for competition and responding to this advert, does not constitute a formal tender or result in the letting of a Contract. This PME process is being utilised to gauge interest and options. The Authority welcomes the opportunity to engage with Suppliers and appreciates your assistance in providing us with your views. However, Suppliers shall note that the Authority will have to comply with its legal obligations in any ensuing procurement exercise and that neither the intention nor the purpose of this PME is to confer any commercial advantage upon its participants.

The PME process involves suppliers to attend a Microsoft Teams online session at 10.00am on Thursday 30 October 2025 to discuss the requirement and have an opportunity to provide a high level overview of the Connect to Work commissioning process and ask questions to shape any future procurement activity. A maximum of two hours have been allocated for this and will include a short presentation. Please complete and submit the Microsoft Form found within the PME requesting attendance to the Online Session. Attendance requests must be received by 12:00 noon on 29 October 2025 at the very latest.

Any queries/questions regarding this opportunity must be received via the ProContract portal only.

To assist potential Suppliers, the link, <https://supplierhelp.due-north.com/> provides helpful user guides on using the ProContract portal.

Furthermore, Suppliers will be required to register on the Central Digital Platform (a Find a Tender service) in any future tendering exercise. To assist prospective Suppliers, Cabinet Office have published video guides with accompanying PDF user manuals which will help Suppliers understand and navigate the platform, including how to register, upload organisational information and search and bid for opportunities. Please click on the following link: <https://www.gov.uk/government/collections/information-and-guidance-for-suppliers>

## **Total value (estimated)**

- £8,742,500 excluding VAT

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Above the relevant threshold

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

- 1 April 2026 to 31 March 2030
- 4 years

### **Main procurement category**

Services

### **CPV classifications**

- 80000000 - Education and training services

### **Contract locations**

- UKF21 - Leicester
- UKF22 - Leicestershire CC and Rutland

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### **Engagement**

#### **Engagement deadline**

30 October 2025

## **Engagement process description**

The PME process involves suppliers to attend a Microsoft Teams online session at 10.00am on Thursday 30 October 2025 to discuss the requirement and have an opportunity to provide a high level overview of the Connect to Work commissioning process and ask questions to shape any future procurement activity. A maximum of two hours have been allocated for this and will include a short presentation. Please complete and submit the Microsoft Form found within the PME requesting attendance to the Online Session. Attendance requests must be received by 12:00 noon on 29 October 2025 at the very latest.

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## **Participation**

### **Particular suitability**

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

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## **Submission**

### **Publication date of tender notice (estimated)**

17 November 2025

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## **Procedure**

## **Special regime**

Light touch

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## **Contracting authorities**

### **Leicester City Council**

- Public Procurement Organisation Number: PXRT-5737-VBQD

City Hall

Leicester

LE1 1FZ

United Kingdom

Contact name: Amina Laher

Telephone: 0116 454 4032

Email: [amina.laher@leicester.gov.uk](mailto:amina.laher@leicester.gov.uk)

Website: <https://www.leicester.gov.uk>

Region: UKF21 - Leicester

Organisation type: Public authority - sub-central government

### **Rutland County Council**

- Public Procurement Organisation Number: PMQJ-3429-NZWQ

Catmos House

Oakham

LE15 6HP

United Kingdom

Contact name: Hayley McHugo-Chavda

Email: [HMCHugo@rutland.gov.uk](mailto:HMCHugo@rutland.gov.uk)

Website: <https://www.rutland.gov.uk/>

Region: UKF22 - Leicestershire CC and Rutland

Organisation type: Public authority - sub-central government

## **Leicestershire County Council**

- Public Procurement Organisation Number: PNHT-9235-VXDV

County Hall

Leicester

LE3 8RA

United Kingdom

Contact name: Mr Paul Fleming

Email: [Paul.Fleming@leics.gov.uk](mailto:Paul.Fleming@leics.gov.uk)

Website: <https://www.leicestershire.gov.uk/>

Region: UKF22 - Leicestershire CC and Rutland

Organisation type: Public authority - sub-central government

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## **Contact organisation**

Contact Leicester City Council for any enquiries.