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Award

## **Selective Licencing Services for Great Yarmouth Borough Council**

Great Yarmouth Borough Council

UK6: Contract award notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-071041

Procurement identifier (OCID): ocds-h6vhtk-059452 ([view related notices](#))

Published 4 November 2025, 5:01pm

### **Scope**

### **Reference**

2689-PPT-O

### **Description**

GYBC are looking to procure services to manage all applications for selective licensing for the full five-year period of the scheme. It is estimated that up to 5,000 applications will be received during the initial 3-month application period with a further 500 applications received during the scheme arising from changes in ownership, new entrants to the market etc.

The services required have been divided into two lots, and suppliers may quote for one, or both lots.

If different suppliers are appointed across both lots, GYBC will be the single point of contact between each supplier and both lots will be completely separate (unless one supplier is awarded both lots).

## Lots & Scope of Services

Lot 1 - Licence Administration Process - managing the application process with ongoing annual compliance checking for certification during the life of the scheme.

Lot 2 - Inspection, Reporting & Compliance Monitoring - Inspecting properties to assess for hazards using HHSRS methodology and to check for compliance with licence conditions.

Further details are included in the attached Appendix C: Specification

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## **Lot 1. Licence Administration Process**

### **Description**

Managing the application process with ongoing annual compliance checking for certification during the life of the scheme.

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## **Lot 2. Inspection, Reporting & Compliance Monitoring**

### **Description**

Inspecting properties to assess for hazards using HHSRS methodology and to check for compliance with licence conditions.

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## **Contract 1. Selective Licencing Services for Great Yarmouth Borough Council - Lot 1 - Licence Administration Process**

### **Lots**

Lot 1. Licence Administration Process

### **Supplier**

- Home Safe Delivery Partners Ltd

### **Contract value**

- £1,000,000 excluding VAT
- £1,200,000 including VAT

Above the relevant threshold

### **Award decision date**

4 November 2025

### **Date assessment summaries were sent to tenderers**

4 November 2025

### **Standstill period**

- End: 13 November 2025
- 8 working days

### **Earliest date the contract will be signed**

15 December 2025

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

- 2 March 2026 to 1 March 2029
- Possible extension to 1 March 2031
- 5 years

Description of possible extension:

Following the 3 year initial 3 year period, there are 2 x 1 year optional extensions available for a possible total contract duration of 5 years.

### **Main procurement category**

Services

### **CPV classifications**

- 48612000 - Database-management system
- 72300000 - Data services
- 75123000 - Administrative housing services
- 79940000 - Collection agency services

- 79993000 - Building and facilities management services

### **Contract locations**

- UKH1 - East Anglia
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## **Contract 2. Selective Licensing Services for Great Yarmouth Borough Council - Lot 2 - Inspection, Reporting & Compliance Monitoring**

### **Lots**

Lot 2. Inspection, Reporting & Compliance Monitoring

### **Supplier**

- Home Safe Delivery Partners Ltd

### **Contract value**

- £1,447,500 excluding VAT

- £1,737,000 including VAT

Above the relevant threshold

### **Award decision date**

4 November 2025

### **Date assessment summaries were sent to tenderers**

4 November 2025

### **Standstill period**

- End: 13 November 2025
- 8 working days

### **Earliest date the contract will be signed**

15 December 2025

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

- 2 March 2026 to 1 March 2029
- Possible extension to 1 March 2031
- 5 years

Description of possible extension:

Selective Licensing Services for Great Yarmouth Borough Council - Lot 2 - Inspection, Reporting & Compliance Monitoring

### **Main procurement category**

Services

### **CPV classifications**

- 75123000 - Administrative housing services

- 79940000 - Collection agency services
- 79993000 - Building and facilities management services
- 79996000 - Business organisation services

## **Contract locations**

- UKH1 - East Anglia

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## **Information about tenders**

### **Lot 1. Licence Administration Process**

- 2 tenders received
- 2 tenders assessed in the final stage:
  - 2 submitted by small and medium-sized enterprises (SME)
  - 0 submitted by voluntary, community and social enterprises (VCSE)
- 1 supplier awarded contracts
- 1 supplier unsuccessful (details included for contracts over £5 million)

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### **Lot 2. Inspection, Reporting & Compliance Monitoring**

- 2 tenders received
- 2 tenders assessed in the final stage:
  - 2 submitted by small and medium-sized enterprises (SME)
  - 0 submitted by voluntary, community and social enterprises (VCSE)

- 1 supplier awarded contracts
- 1 supplier unsuccessful (details included for contracts over £5 million)

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## Procedure

### Procedure type

Open procedure

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## Supplier

### Home Safe Delivery Partners Ltd

- Public Procurement Organisation Number: PJJQ-1757-QXLG

The Castle Mill, Minneymoor Hill

Doncaster

DN12 3EN

United Kingdom

Email: [info@home-safe.org.uk](mailto:info@home-safe.org.uk)

Region: UKE31 - Barnsley, Doncaster and Rotherham

Small or medium-sized enterprise (SME): Yes

Voluntary, community or social enterprise (VCSE): No

Supported employment provider: No

Public service mutual: No

Contract 1. Selective Licencing Services for Great Yarmouth Borough Council - Lot 1 - Licence Administration Process

Contract 2. Selective Licensing Services for Great Yarmouth Borough Council - Lot 2 - Inspection, Reporting & Compliance Monitoring

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## **Contracting authority**

### **Great Yarmouth Borough Council**

- Public Procurement Organisation Number: PXDC-1245-VQNQ

Town Hall

Great Yarmouth

NR30 2QF

United Kingdom

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

Region: UKH15 - Norwich and East Norfolk

Organisation type: Public authority - sub-central government

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## Other organisation

These organisations are carrying out the procurement, or part of it, on behalf of the contracting authorities.

### East Suffolk Council

Summary of their role in this procurement: Procurement Lead

- Public Procurement Organisation Number: PLPP-1174-BHLX

East Suffolk House, Station Road, Melton

Woodbridge

IP12 1RT

United Kingdom

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

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

Region: UKH14 - Suffolk

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## Contact organisation

Contact East Suffolk Council for any enquiries.