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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 seperate (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

Lot 1. Licence Administration Process

Description

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

Lot 2. Inspection, Reporting & Compliance Monitoring

Description

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

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

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

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)

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)

Procedure

Procedure type

Open procedure

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

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

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

Region: UKH15 - Norwich and East Norfolk

Organisation type: Public authority - sub-central government

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

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

Region: UKH14 - Suffolk

Contact organisation

Contact East Suffolk Council for any enquiries.