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Planning

De Montfort University market engagement: Employee Assistance Programme and Employee Occupational Health Services

DE MONTFORT UNIVERSITY

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

Notice identifier: 2025/S 000-074168

Procurement identifier (OCID): ocds-h6vhtk-05e1f1

Published 14 November 2025, 5:09pm

Scope

Description

The aim of this supplier engagement process is for the University to share our present thinking around the requirement, contract format and proposed procurement process for our future Employee Assistance Programme (EAP) and Employee Occupational Health Services (OH) requirements, obtain a better idea of the current capability and readiness of the market with regard to provision of these services, and to assess whether our outline requirement for supply of these services is realistic and in line with what is available.

Total value (estimated)

- £432,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 8 July 2026 to 31 July 2029
- Possible extension to 31 July 2031
- 5 years, 24 days

Main procurement category

Services

CPV classifications

- 79631000 - Personnel and payroll services
- 85147000 - Company health services

Contract locations

- UKF - East Midlands (England)

Engagement

Engagement deadline

8 December 2025

Engagement process description

For all other information including our supplier engagement pack (which is to be

completed and returned), please go to the In-Tend e tendering portal: <https://intendhost.co.uk/demontfort.aspx/Home>

TIMETABLE

- Preliminary Market Engagement Notice issued: Friday 14th November
- Supplier engagement live event: Monday 24th November, 1pm. All potential suppliers welcome to this open session, please join via the Teams link.
- Responses to be submitted by: Monday 1st December
- Next steps: We will review responses to our Market Engagement and complete final specifications for the service requirements. We will also finalise our choice of the format and the route for procurement, and all organisations which have taken part in the Supplier Engagement will be notified of these prior to the procurement(s) being launched.

It is anticipated that the procurement(s) will be launched in early 2026 with contract award by the end of May 2026, for service provision under the new contract(s) to begin from Wednesday 8th July 2026.

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Publication date of tender notice (estimated)

1 February 2026

Contracting authority

DE MONTFORT UNIVERSITY

- Charity Commission (England and Wales): XN85208
- UK Register of Learning Providers (UKPRN number): 10001883
- Public Procurement Organisation Number: PDZY-8857-XDBL

The Gateway

Leicester

LE1 9BH

United Kingdom

Email: procurement@dmu.ac.uk

Website: <http://www.dmu.ac.uk>

Region: UKF21 - Leicester

Organisation type: Public authority - sub-central government