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Tender

## **PA072 - Direct Payment Workforce Recruitment and Development Service**

Wigan Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-074893

Procurement identifier (OCID): ocids-h6vhtk-05e399

Published 18 November 2025, 3:50pm

### **Scope**

### **Reference**

PA072

### **Description**

Within Wigan we are committed to personalisation and ensuring that those eligible for support will have the opportunity to receive a Personal Budget. As part of this commitment, we are looking to commission a service provider to offer practical support to attract, match and secure a Personal Assistant in addition to providing clear information and advice to individuals residing in the Borough who have been assessed as having eligible social care needs and have chosen a Direct Payments. The employment and availability of Personal Assistants is important in ensuring people have choice and control in their care and can access this offer. The aim of the service is to provide both support to individuals who are seeking to recruit Personal Assistants through the development of a Personal Assistant register whilst offering support to individuals to recruit, select and employ, allowing them to have the capacity to choose, arrange and pay for their own services whilst maintaining consistency of support and achieving agreed outcomes. The service provision will encompass the following areas: - Promotion of Value Based

Recruitment and Employing of Personal Assistants - Develop and maintain and Personal Assistants register - Strategic partnership role to help to codesign and collaborate on shaping an innovative recruitment model in Wigan for the Personal Assistant workforce and care sector

### **Total value (estimated)**

- £95,000 excluding VAT
- £114,000 including VAT

Below the relevant threshold

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

- 1 April 2026 to 31 March 2029
- 3 years

### **Main procurement category**

Services

### **CPV classifications**

- 98000000 - Other community, social and personal services
- 50000000 - Repair and maintenance services

### **Contract locations**

- UKD3 - Greater Manchester

## **Participation**

### **Particular suitability**

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

### **Enquiry deadline**

9 December 2025, 2:00pm

### **Tender submission deadline**

16 December 2025, 12:00pm

### **Submission address and any special instructions**

[www.the-chest.org.uk](http://www.the-chest.org.uk)

### **Tenders may be submitted electronically**

Yes

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## Award criteria

Name	Description	Type	Weighting
Quality	The Quality criteria will be inclusive of 15% Community Wealth Building within the total criterion.	Quality	60.00%
Price	The Quality criteria will be inclusive of 15% Community Wealth Building within the total criterion.	Price	40.00%

## Procedure

### Procedure type

Below threshold - open competition

## Contracting authority

### Wigan Council

- Public Procurement Organisation Number: PCGG-6481-TZPW

Town Hall

Wigan

WN1 1YN

United Kingdom

Contact name: Craig Arrowsmith

Email: [Procurement@wigan.gov.uk](mailto:Procurement@wigan.gov.uk)

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

Region: UKD36 - Greater Manchester North West

Organisation type: Public authority - sub-central government