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Tender

ANDBC Tender for the Provision of Advice Services

Ards and North Down Borough Council

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

Notice identifier: 2025/S 000-075516

Procurement identifier (OCID): ocds-h6vhtk-05e50f

Published 20 November 2025, 10:11am

Scope

Description

Tenders are sought by Ards and North Down Borough Council (the Council) for the Provision of Advice Services. Please see tender documents for full details of the requirement.

Total value (estimated)

- £1,470,000 excluding VAT
- £1,764,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 April 2026 to 31 March 2028

- Possible extension to 31 March 2031
- 5 years

Description of possible extension:

The Contract start date is anticipated to be 1 April 2026 for an initial period of 2 years with the option to extend the contract for a further 3 x 12-month periods, subject to meeting the required standards, performance requirements and ensuring maximum uptake of advice services across the Borough.

Options

The right to additional purchases while the contract is valid.

During the course of the contract extra funding may become available for additional services to be provided. This could also be from another funder. If or when this happens, Council will agree a variation to contract with the successful provider

Main procurement category

Services

CPV classifications

- 75200000 - Provision of services to the community
- 79140000 - Legal advisory and information services
- 85312310 - Guidance services
- 98000000 - Other community, social and personal services

Justification for not using lots

The Council has considered the use of Lots for this contract but does not believe the use of Lots is suitable due to operational requirements and loss of economies of scale. Furthermore, having re-tendered this requirement on several occasions, historically the market indicates that SMEs are adequately positioned to participate in the competition and be successful.

Participation

Legal and financial capacity conditions of participation

Please see Document A - Invitation to Tender, for full details of Conditions of Participation.

Technical ability conditions of participation

Please see Document A - Invitation to Tender, for full details of Conditions of Participation.

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

12 December 2025, 12:00pm

Tender submission deadline

17 December 2025, 12:00pm

Submission address and any special instructions

Tenders must be submitted electronically via <https://etendersni.gov.uk/epps/home.do>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

19 February 2026

Recurring procurement

Publication date of next tender notice (estimated): 19 November 2030

Award criteria

Name	Description	Type	Weighting
Methodology, Approach and Plan	Please see Document A - Invitation to tender, for full details of this criteria	Quality	45%
Knowledge and Understanding the Brief	Please see Document A - Invitation to tender, for full details of this criteria	Quality	30%
Contract Management and Contingency	Please see Document A - Invitation to tender, for full details of this criteria	Quality	15%
Cost	Please see Document A - Invitation to tender, for full details of this criteria	Cost	10%

Other information

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Contracting authority

Ards and North Down Borough Council

- Public Procurement Organisation Number: PTTZ-3295-PYCW

City Hall, The Castle

Bangor

BT20 4BT

United Kingdom

Email: procurement@ardsandnorthdown.gov.uk

Region: UKN09 - Ards and North Down

Organisation type: Public authority - sub-central government

Devolved regulations that apply: Northern Ireland