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Tender

250800 Educational Psychological Assessments

DE MONTFORT UNIVERSITY

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

Notice identifier: 2025/S 000-078685

Procurement identifier (OCID): ocds-h6vhtk-05ec67

Published 1 December 2025, 11:07pm

Changes to notice

This notice has been edited. The [previous version](#) is still available.

Amended to correct typo only - no change to content

Scope

Reference

250800

Description

The University is looking to establish a framework agreement featuring up to four Educational Psychologists/specialist teachers for the supply of Psychology Tests on behalf of its students.

DMU proposes to enter contract for a four-year period with the successful Tenderers. The anticipated contract commencement date is 1st April 2026, with expiry date 31st March 2030. The estimated total value of this contract over a four-year period, across all framework suppliers, is expected to be around £500,000 excluding VAT, assuming current requirement of these services.

Peak Assessment periods are generally October/November and February/March, and the estimated number of Educational Psychological Tests commissioned by DMU comprises of approximately 350 student assessments per annum in total across all suppliers.

De Montfort University ("the University") is conducting the procurement using the open procedure in accordance with the requirements of the Procurement Act 2023 (PA2023) for the purpose of procuring the services described in the Specification (Requirements). It is considered that the applicable CPV codes for these services are featured in the list of CPV codes for Light Touch procurement under PA2023.

A Planned Procurement Notice has previously been published to the Find a Tender Service regarding this procurement, ref. 2025/S 000-067984.

All other information relating to Award Criteria, evaluation and the full specification etc. can be found within our tender pack for this procurement loaded on the In-Tend e tendering portal <https://in-tendhost.co.uk/demontfort.aspx/Home>

Commercial tool

Establishes a framework

Total value (estimated)

- £500,000 excluding VAT
- £600,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 April 2026 to 31 March 2030
- 4 years

Main procurement category

Services

CPV classifications

- 85121270 - Psychiatrist or psychologist services

Contract locations

- UKF21 - Leicester

Framework

Maximum number of suppliers

4

Maximum percentage fee charged to suppliers

0%

Framework operation description

Allocation of work

The allocation of work will be based on the most advantageous (top-ranked) provider being provided with work first, based on the overall scores achieved in the evaluation process. The allocation of work will be based on the capacity of each educational psychologist and therein once the top scoring has reached capacity to fulfil requirements (or in the University's judgement service standards would suffer from further allocation at that moment in time) delivery and allocation of work will then be passed to the second highest scoring provider, this process will continue to the third and fourth as required. If at any stage an educational psychologist fails to accept work, then the work will be offered to the next highest scoring provider until the work is accepted.

Award method when using the framework

Either with or without competition

Contracting authorities that may use the framework

Establishing party only

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Tender submission deadline

12 January 2026, 12:00pm

Submission address and any special instructions

<https://in-tendhost.co.uk/demontfort.aspx/Home>

Tenders may be submitted electronically

Yes

Award criteria

Name	Type	Weighting
Quality	Quality	60%
Price	Price	40%

Procedure

Procedure type

Below threshold - open competition

Special regime

Light touch

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