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Tender

Licencing and Regulation (L&R) Disclosure and Barring Service (DBS) Procurement

Transport for London

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

Notice identifier: 2025/S 000-079593

Procurement identifier (OCID): ocids-h6vhtk-05ee76

Published 4 December 2025, 9:57am

Scope

Description

The L&R licensing activities for taxi, private hire drivers, taxi proprietors and private hire operators, are currently delivered by directly employed TfL staff. As part of the licensing process, staff need to verify a DBS Check has been completed and applicants are fit and proper persons to hold the licence applied for.

Public and passenger safety is a priority for TfL.

Once licensed, a driver will be in day-to-day contact with members of the public, including children and vulnerable adults. It is therefore essential to ensure that applicants are of good character and are a 'fit and proper' person before they become a licensed driver.

Taxi and PHV driver licences are valid for a period of three (3) years. Private hire operator licences are valid for up to five (5) years, and taxi and private hire vehicle licences are valid for one (1) year.

TfL is also looking to introduce Pedicab licensing in London. This is currently undergoing review and consultation, so full requirements are in progress and anticipated to be finalised and included in the Contract prior to Contract Award.

The primary aims of the service are to ensure:

- All new applicants for a taxi and private hire driver's licence, have had an enhanced DBS check including checks of the Barred Lists. Pedicab drivers may also have to have these checks but this is subject to consultation;
- All licensed taxi and private hire drivers have had an enhanced DBS check including checks of the Barred Lists. Pedicab drivers may also have to have these checks, but this is subject to consultation;
- All private hire operators have a basic DBS check with every new and renewal application, a further basic DBS check annually on the anniversary of the licence issue. Pedicab operators may also have to have these checks, but this is subject to consultation;
- Dial-a-Ride drivers and staff have DBS checks to the required standard dependant on role;
- ID document checks to meet the DBS requirements;
- Offer basic checks for taxi vehicle owners as required. Pedicab vehicle owners may also have to have these checks, but this is subject to consultation;
- Offer an option for private hire operators who live overseas (TfL do not envisage large numbers of these), this is operators where they have lived their whole life overseas and not in UK;
- Any other DBS checks that TfL may require (for example: any additional TfL employees, etc);
- Provide a user-friendly DBS application with an online service and a paper version if needed;
- Meet all required security and privacy standards;
- Provide an API Interface into the Licensing System. The Licensing System administers the licensing of drivers, operators and vehicles;
- Provide a user-friendly Web Portal that allows and encourages applicants to apply online for the appropriate level of DBS check, make an online payment for their DBS check and track the status of their application;
- Provide a solution to check real time results and status of the DBS check;
- Provide an administrative service to request paper disclosures where there is content

and upload for TfL to access;

- A DBS registered umbrella body company are required to provide the services and shall adhere to the DBS code of practice and guidance including all DBS stipulated requirements and standards.

Total value (estimated)

- £21,250,000 excluding VAT
- £23,000,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 October 2026 to 30 September 2029
- Possible extension to 30 September 2031
- 5 years

Description of possible extension:

An option to extend for a maximum of two years.

Main procurement category

Services

CPV classifications

- 75000000 - Administration, defence and social security services

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

Contract locations

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)

Participation

Technical ability conditions of participation

They must be a DBS Umbrella Body.

Submission

Submission type

Requests to participate

Deadline for requests to participate

6 January 2026, 11:59pm

Submission address and any special instructions

<https://s1-eu.ariba.com/Sourcing/Main/ad/selfRegistration?realm=TfL>

Please register for SAP Ariba at the above link.

Once registered please contact patrickhorne@tfl.gov.uk to be invited to participate in the ITP/PSQ stage.

You will then be able to access the documentation and questions relevant for this procurement.

All Clarifications once added should be submitted via SAP Ariba.

Any issues with registering please contact Patrick on the above email.

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Suppliers to be invited to tender

Maximum 6 suppliers

Selection criteria:

Suppliers will be invited to submit tenders based on their scoring position within the ITP/PSQ stage. The top 5 Suppliers will automatically be invited to tender if they achieve the minimum thresholds and do not fail any sections of the questionnaire.

Award decision date (estimated)

17 July 2026

Award criteria

Name	Type	Weighting
Technical	Quality	50%
Commercial	Price	35%
Social Value	Quality	10%
Carbon Reduction	Quality	5%

Other information**Conflicts assessment prepared/revised**

Yes

Procedure

Procedure type

Competitive flexible procedure

Competitive flexible procedure description

1. Open Invitation to Participate / Procurement Specific Questionnaire stage
2. Invitation to Tender
3. Contract Award

Contracting authority

Transport for London

- Public Procurement Organisation Number: PHMT-6197-NWNZ

5 Endeavour Square

London

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United Kingdom

Email: patrickhorne@tfl.gov.uk

Region: UKI41 - Hackney and Newham

Organisation type: Public authority - central government