

**Market Engagement**

**For**

**Department for Work and Pensions**

**Property Legal Services 3 (PLS3)**

**Project\_27240**

# INTRODUCTION

* 1. The Department for Work and Pensions (the “Department”) awarded a contract for Properly Legal Services in 2022, and this contract is due to end in August 2025.
	2. It is anticipated that a new contract is likely to commence in August 2025.
	3. Should the Department commence a procurement, the new contract will be procured as a light touch contract under the Procurement Act 2023. Support will be available to suppliers unfamiliar with the new regulations.
	4. Following an initial round of market engagement where potential suppliers were asked to express their interest, the Department is now keen to engage with organisations in the Property Legal Services field, to help increase efficiency for central government spending to deliver best commercial outcomes.
	5. The Department requests that potential suppliers provide answers to the questions in Table 1.
	6. Disclaimer: Please note this notice is for market engagement purposes only. It does not signify the commencement of any procurement process and does not constitute any commitment by the Department. A separate notice(s) will be published at the relevant time should the Department decide to commence any procurement(s).

# RESPONDING TO THIS REQUEST

* 1. Please provide your responses via an email to Luke.rowlands@DWP.gov.uk by 5.00pm on the 7th of March.

# BACKGROUND TO THE CONTRACT REQUIREMENT

* 1. The Department for Work and Pensions (DWP) are seeking to procure a contract for Property Legal Services.
	2. DWP is the UK’s biggest public service department, administers the State Pension and a range of working age, disability, and ill health benefits to around 20 million claimants and customers.
	3. The DWP employs circa 93,000 staff (August 2024) and occupying more than one million square metres of leasehold space. It has buildings in England, Wales and Scotland, including the Orkney and Shetland Islands. The age, quality, size and type of buildings in the estate varies, due to the need to be close to the communities served and the availability of leasehold property.
	4. DWP Estates function is responsible for approximately 810 properties consisting of 609 Jobcentres, 120 assessment centres, 71 service & support centres and 10 hubs. Some sites host multiple operational functions.
	5. The Estate makes a significant contribution to the delivery of our public services, enabling us to interface with customers and provide the environment for front and back of house staff to undertake their important roles, supporting those in need within our society.
	6. DWP is committed to supporting the delivery of the Government Estate Strategy (https://www.gov.uk/government/publications/government-property-strategy-2022-2030)
	7. This strategy will ensure that the government estate helps to transform places and services; is smaller, better and greener; and is managed in a professional and increasingly commercial way.
	8. DWP’s current Property Legal Services 2 contract was let from Lot 1 of Crown Commercial Services General Legal Services Framework RM6179 on 1st August 2022 and is due to expire on 31st August 2025.

# CONTRACT REQURIEMENT

* 1. DWP intends to award a new contract to provide property legal services which will commence on or around 1st September 2025. The contract will be for an initial 3-year term, with 2 x up to 12-month optional extension periods, however, please note that this is subject to change to change.
	2. Legal services consumed by the Department as and when required, including, but not limited to:
* Property Management Advice
* Acquisition & Disposal
* Lease & Licence renewals – where the Customer is the Tenant or Landlord. Extends to documenting TAW's, S25/26 processing etc.
* Landlords Consent
* Deed of Variation
* Break Options & Surrenders (NB, the Department has undergone two large-scale exit programmes during the course of the current contract and those instructions have not been included in this table)
* Development, Town Planning, CPO, Party Walls, Boundary Advice
* Dilapidations
* Miscellaneous Licencing- Scaffolding, carparks, soil samples, cranes
* Wayleaves
* Construction Advice
* Rent reviews – where Customer is the Tenant or Landlord
	1. Primary Services are services necessary to the day-today running of the contract including but not limited to:
* Contract Management
* Supplier Personnel
* Performance Management
* (Provision of) Legal Portal and Data Assurance

# INDICATIVE EVALUATION CRITERIA

* 1. The tenders will be evaluated on a combination of quality, which will include social value (min 10%), and price, the evaluation methodology will be confirmed at the invitation to tender (ITT) stage.

# RIGHT TO CANCEL OR VARY THIS MARKET ENGAGEMENT

* 1. The Department reserves the right to amend, clarify or withdraw all or any part of the market engagement at any time.
	2. Any costs incurred by a supplier, its employees or any other person in connection with this market engagement will not be reimbursed by the Authority and neither the Authority nor any of its officers, ministers, employees, agents or advisors will be liable in any way for any costs, expenses or losses incurred in connection with this Procurement, including (but not limited to) where the Procurement is cancelled or the Authority otherwise decides not to award a contract.

# CUSTOMER CONTACT

|  |  |
| --- | --- |
| Name | Luke Rowlands |
| Email Address | Luke.rowlands@dwp.gov.uk |

**Table 1**

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| **Number** | **Question** |
| 1. | Please indicate which of the following services could be charged on a fixed fee basis.* Acquisitions / Disposal (Excluding ‘Licence to Occupy’)
* Development, Town Planning, CPO, Party Wall, Wayleaves & Boundary Advice
* Dilapidations
* Deed of variations
* General Estates and Property Management Advice & Litigation
* Lease Renewals
* Service Requirement
* Licence for Alterations
* Rent Reviews
* Landlord Consents
* Lease Breaks/Notices
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| 2. | Where appropriate, please provide the rationale to your responses to question number 1, including the relative advantages or disadvantages of this approach rather than an hourly fee-based approach.* Acquisitions / Disposal (Excluding ‘Licence to Occupy’)
* Development, Town Planning, CPO, Party Wall, Wayleaves & Boundary Advice
* Dilapidations
* Deed of variations
* General Estates and Property Management Advice & Litigation
* Lease Renewals
* Service Requirement
* Licence for Alterations
* Rent Reviews
* Landlord Consents
* Lease Breaks/Notices
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| 3. | Please provide appropriate insights on the level of Professional Indemnity insurance you consider to be necessary for a service of this type (estimated contract value of £2m p/a.).* Level of cover (pounds sterling) of Professional Indemnity Insurance
* Liability Cap (Maximum per claim, number of claims per year) any potential exclusions to claims and why?

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