

<p>Essential Criteria</p> <p>(Not listed in order of importance – all the essential criteria are equally important)</p> <ul style="list-style-type: none"> ▪ Organisations must satisfy <u>all</u> the essential criteria in order to be awarded a contract.
<p>The organisation must be able and willing to deliver a service face to face in accordance with the terms of the Unified Contract in the Immigration Category of Law</p>
<p>The organisation must be able and willing to deliver the service face to face from their own Office or Offices in Yorkshire & Humberside.</p> <p>The Office / Offices will be open and accessible to clients from 9am to 5pm Monday to Friday excluding public holidays.</p> <p>For the avoidance of doubt we are not seeking Outreach arrangements through this Tender,</p>
<p>The organisation must be able and willing to deliver services across the full range and breadth of work in the Immigration Category of Law.</p> <p>The organisation must employ at least one adviser who qualifies as SQM category supervisor in the Immigration Category of Law.</p> <p>Applications involving external supervision are not invited.</p>
<p>Organisations must meet the Specialist Quality Mark Standard.</p> <p>It will be a condition of any award of contract, that, where it has not already done so, the organisation must pass the desktop stage of the SQM in each Office where the service is to be delivered, prior to the service commencing.</p>
<p>The organisation must confirm that it is able to begin delivery of the service within 12 weeks from the date the contract is awarded.</p> <p>This will also include passing the SQM “Desktop Audit” (if required) and having professional indemnity insurance in place.</p>
<p>On the written request of the LSC to repay money, the organisation must not have <i>failed</i> either to:</p> <ul style="list-style-type: none"> • Make proposals for repayment by any deadline set; or • Adhere to a repayment agreement.
<p>The organisation must not have received a notice to terminate (other than on a no-fault basis) any contract (civil) between it and the LSC in the last two years (1 April 2007 – 31 March 2009).</p>
<p>Any organisation that currently holds a Unified Contract must not be operating under a confirmed peer review rating at 4 or 5 in any civil Categories of Law following conclusion of the</p>

Peer Review process.