

**Wednesday 9 March 2011**

**Invitation for Expressions of Interest to deliver Debt, Housing and Welfare Benefits services in the Procurement Area of Oxfordshire**

In our recent tender process we were not able to secure sufficient services in the categories of Debt, Housing and Welfare Benefits work in the Procurement Area of **Oxfordshire**.

We are considering how to improve the services for clients in this area as soon as possible, and what further tendering activity will be necessary. We are now inviting Expressions of Interest (EOIs) from organisations who would be interested in delivering these services in this Procurement Area under a 2010 Standard Civil Contract.

The number of New Matter Starts available per schedule year will be as detailed below

Debt: 75

Housing: 75

Welfare Benefits: 700

The requirements and scope of the services to be delivered will remain the same as in the recent tender process and you will have to meet them in order to deliver services in the area. The next steps of the process will be announced once any EOIs have been received. Organisations must deliver the services from a permanent presence in the Oxfordshire Procurement Area. To encourage access to services for clients in areas where we have not currently secured services, preference will be given to applicants with a permanent presence outside of Oxford City (i.e. outside postcodes OX1, OX2, OX3, OX4) and outside of the town of Banbury (i.e. outside postcodes OX15, OX16, OX17).

To submit your Expression of Interest, please complete the form below and email it to us at [civiltenders@legalservices.gsi.gov.uk](mailto:civiltenders@legalservices.gsi.gov.uk) by **4pm on Wednesday 23 March 2011**.

The requirements for Debt, Housing and Welfare Benefits can be found in the Information for Applicants (IFA) for Social Welfare Law and Family services and in Annex C of the IFA from the recent tender process, which is available on our website at:

[http://www.legalservices.gov.uk/civil/tendering/social\\_welfare\\_family.asp](http://www.legalservices.gov.uk/civil/tendering/social_welfare_family.asp)

The 2010 Standard Civil Contract Standard Terms and Specification will apply, details of which can be found on our website at:

<http://www.legalservices.gov.uk/civil/8758.asp>

A bespoke Contract for Signature and Schedule will be produced for organisations that are successful in this process.

**2010 Standard Civil Contract for publicly funded Debt, Housing and Welfare Benefits services in the Access Point of Oxfordshire**

**Expression of Interest**

*Please complete the following information to express interest in delivering these services.*

Name of Organisation \_\_\_\_\_

Contact Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DX Number \_\_\_\_\_

Telephone No. \_\_\_\_\_

Email Address \_\_\_\_\_

*If it differs from the above, please enter the address of the Office from which the services you are expressing an interest in will be delivered:*

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Postcode: \_\_\_\_\_

1. Please state, from within the available numbers of NMS published above, the volume of NMS in each category you would intend to deliver (note, if you are expressing interest as part of a consortium, please only state the NMS your own organisation would deliver):

Category	Number of NMS
Debt	
Housing	
Welfare Benefits	

2.a. Are you interested in delivering services as part of a consortium? YES/NO

2.b. If YES, please give the names of any consortium partners and the categories which they will deliver:

	Name	Categories Tendering For
<b>Consortium Member 1</b>		
<b>Consortium Member 2</b>		
<b>Consortium Member 3</b>		

3. Did you tender to deliver these services in this Procurement Area and Access Point as part of the recent tender process for the 2010 Standard Civil Contracts? YES/NO

Signed \_\_\_\_\_ Date \_\_\_\_\_

Please return this form to [civiltenders@legalservices.gsi.gov.uk](mailto:civiltenders@legalservices.gsi.gov.uk) by **4pm on Wednesday 23 March 2011**