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Tender

Courier Services & Cargo Bikes

City of London Corporation

F02: Contract notice

Notice identifier: 2025/S 000-001463

Procurement identifier (OCID): ocds-h6vhtk-04d080

Published 16 January 2025, 11:11am

Section I: Contracting authority

I.1) Name and addresses

City of London Corporation

Guildhall

London

EC2P 2EJ

Email

michael.gotthjalpsen@cityoflondon.gov.uk

Telephone

+44 2076063030

Fax

+44 2076063030

Country

United Kingdom

Region code

UKI - London

Internet address(es)

Main address

<https://cityoflondon.ukp.app.jaggaer.com/>

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://cityoflondon.ukp.app.jaggaer.com/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://cityoflondon.ukp.app.jaggaer.com/>

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Courier Services & Cargo Bikes

II.1.2) Main CPV code

- 64120000 - Courier services

II.1.3) Type of contract

Services

II.1.4) Short description

Lot 1 –

The City of London Corporation (the City) is seeking quotations for the provision of Courier services using exclusively pedal or electric assisted 2,3 or 4 wheeled cargo bikes and/or parcel trollies for the City of London Corporation and City of London Police. This service involves the secure collection and delivery of documents/ sensitive documents and parcels, including high value consignments, within a 5 mile radius of the Guildhall, Barbican Centre, Walbrook Wharf, City of London Police, Barbican Library, Shoe Lane Library and Artizan Street Library and Community Centre and any other sites that may arise.

Lot 2 –

The City of London Corporation (the City) is seeking quotations for the provision of Courier services for the City of London Corporation and City of London Police which involves the secure collection and delivery of documents/ sensitive documents, parcels including high value consignments both within London and UK, Europe and Internationally. The Service Provider will be required to collect from and deliver to any of the City of London Departments situated on various sites in and around London from Epping Forest and Port Health Authorities based in Tilbury & Manor way.

II.1.5) Estimated total value

Value excluding VAT: £250,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Courier Services & Cargo Bikes

Lot No

2

II.2.2) Additional CPV code(s)

- 64120000 - Courier services

II.2.3) Place of performance

NUTS codes

- UKI - London

II.2.4) Description of the procurement

The City of London Corporation (the City) is seeking quotations for the provision of Courier services using exclusively pedal or electric assisted 2,3 or 4 wheeled cargo bikes and/or parcel trollies for the City of London Corporation and City of London Police. This service involves the secure collection and delivery of documents/ sensitive documents and parcels, including high value consignments, within a 5 mile radius of the Guildhall, Barbican Centre, Walbrook Wharf, City of London Police, Barbican Library, Shoe Lane Library and Artizan Street Library and Community Centre and any other sites that may arise.

The City of London Corporation (the City) is seeking quotations for the provision of Courier services for the City of London Corporation and City of London Police which involves the secure collection and delivery of documents/ sensitive documents, parcels including high value consignments both within London and UK, Europe and Internationally. The Service Provider will be required to collect from and deliver to any of the City of London Departments situated on various sites in and around London from Epping Forest and Port Health Authorities based in

Tilbury & Manor way

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £250,000

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Start date

7 April 2025

End date

31 March 2028

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

17 February 2025

Local time

5:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

16 January 2025

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

High Court of England and Wales

London

Country

United Kingdom