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Planning

Emergency Security Services

Westminster City Council

F01: Prior information notice

Prior information only

Notice identifier: 2025/S 000-004248

Procurement identifier (OCID): ocids-h6vhtk-04dcfb

Published 7 February 2025, 4:29pm

Section I: Contracting authority

I.1) Name and addresses

Westminster City Council

64 Victoria Street

London

SW1 6QP

Contact

Hiran Karunaratna

Email

hkarunaratna@westminster.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

www.westminster.gov.uk

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

Additional information can be obtained from 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

Emergency Security Services

Reference number

PQQ SQ_30066

II.1.2) Main CPV code

- 79710000 - Security services

II.1.3) Type of contract

Services

II.1.4) Short description

The purpose of the market sounding questionnaire is to gain insight into the market for Emergency Security Services to understand the level of interest and capacity of the market in relation to this future opportunity.

This Market Sounding Questionnaire is not a call for tenders or a pre-qualification exercise. This questionnaire will not form part of the formal procurement process.

All responses are to be submitted via Jaggaer (online procurement portal ref: PQQ: SQ_30066 - Emergency Security Services (RFI)) no later than Wednesday 26th February 2025. Last day for submitting clarification questions will be the 18th February 2025.

II.1.5) Estimated total value

Value excluding VAT: £3,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79710000 - Security services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

WCC have existing contracts in place for both Emergency Hotel and Security Services. These contracts expire on the 31st March 2025 but will be extended to the 30th June 2025 to allow for the completion of a competitive tender process.

WCC is looking to recommission this service to continue fulfilling requirements to deliver provision for rough sleepers within the borough, whilst deriving value for money and maintaining current high-quality standards.

The security operative service should entail the deployment of trained and licensed security professionals to ensure the safety and security of client's premises, assets & personnel.

Security personnel will be responsible for maintaining a safe and secure environment within the hotels they are assigned to. They would work in coordination with other services Westminster City council contracts with for example, accommodation providers such as hotels and support providers.

It is essential that the security operative service has awareness and experience with the clientele group that will be utilising hotel bed spaces.

The client group includes street homeless people that require a short-term safe space and period of stabilisation prior to or alongside moving on to greater independence. This can often include clients experiencing Severe and Multiple Disadvantages with a history of trauma who require a psychologically informed environment.

The expected approach will need to manage risk and behaviour which will rely on critical leadership and excellent communication skills, with a skilled team knowledgeable in managing risk.

The volume of beds and subsequent number of hours of security required will vary considerably and as such Westminster cannot guarantee a minimum or maximum level of hours, as on occasions there will be zero (0) hours required. It is critical that the security operative service fully understands this and manages the expectations of their security professionals accordingly.

The full scope of services required are included in the questionnaire, the high level requirements will include but are not be limited to the following: :

The Service Provider shall have the following responsibilities:

- Surveillance and Monitoring:

- Physical Security:

- Provide effective emergency response:

- Access Control:
- Customer Services:
- Reporting and Documentation:
- Collaboration and Communication:

The full scope of services required are included in the questionnaire.

II.2.14) Additional information

This PIN is our intention to commence market engagement with new and existing interested parties for the provision of the Emergency Security services.

This is not a call for tenders or a pre-qualification exercise. The purpose of the market sounding questionnaire is to gain insight into the market for Emergency Security Services.

II.3) Estimated date of publication of contract notice

10 March 2025

Section IV. Procedure

IV.1) Description

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

The procurement is covered by the Government Procurement Agreement: Yes