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Tender

BT243 - Retrofit Procurement Club

Westminster City Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-008434

Procurement identifier (OCID): ocids-h6vhtk-04eac2

Published 7 March 2025, 5:15pm

Scope

Description

Westminster City Council (WCC) Retrofit Taskforce (WRT) is seeking an external organisation to support and develop innovative approaches to Retrofit Procurement. The WRT is situated in the Design Conservation & Sustainability Team, from within Town Planning and was conceived to tackle the borough's vast heritage building stock as well simplifying retrofit procurement. One of the key objectives of the Taskforce is to create scalable retrofit solutions which focus on retrofit delivery pathways which simplify, incentivise and aggregate delivery, specifically on heritage buildings.

Through this opportunity the Taskforce is seeking support from external retrofit procurement specialists to develop and scope a Retrofit Procurement Club, or RPC. Developing an RPC would facilitate and advise on routes to market when procuring retrofit services, providing a compliant and efficient way of procuring retrofit services and works, simply and more reliably for stockowners and/or groups of homeowners. Please bear in mind that WCC is a local authority, and all procurement activity will be aligned with legislative requirements i.e. PCR2015/PA2023 and the National Procurement Policy Statement.

<https://wcc.ukp.app.jaggaer.com/go/2315285101957196F52E>

Total value (estimated)

- £50,000 excluding VAT
- £60,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 7 April 2025 to 31 October 2025
- Possible extension to 31 December 2025
- 8 months, 24 days

Description of possible extension:

One extension of 2 months can be applied but must only be used where unforeseen circumstances has prevented the project delivery to be delayed and is supported by WCC

Main procurement category

Services

CPV classifications

- 71221000 - Architectural services for buildings
- 79418000 - Procurement consultancy services

Contract locations

- UK - United Kingdom

Submission

Enquiry deadline

24 March 2025, 12:00pm

Tender submission deadline

28 March 2025, 12:00pm

Submission address and any special instructions

Access to the tender can be found here:

<https://wcc.ukp.app.jaggaer.com/go/2315285101957196F52E>

Tenders may be submitted electronically

Yes

Award criteria

1. Relevant Procurement Experience
2. Stakeholder Engagement
3. Market Analysis and Research
4. Project Management/Delivery
5. Responsible Procurement

Procedure

Procedure type

Below threshold - open competition

Contracting authority

Westminster City Council

- Public Procurement Organisation Number: PJVD-6261-BPPJ

64 Victoria Street

London

SW1E 6QP

United Kingdom

Email: buyingteam@westminster.gov.uk

Website: <https://www.westminster.gov.uk/>

Region: UKI32 - Westminster

Organisation type: Public authority - sub-central government