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Tender

## **PME - Digital Local Plan (Discovery and Alpha Phases)**

The Mayor and Commonalty and Citizens of the City of London

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

Notice identifier: 2026/S 000-011303

Procurement identifier (OCID): ocds-h6vhtk-064765 ([view related notices](#))

Published 9 February 2026, 11:29am

### **Scope**

#### **Description**

The scope of this Contract is to define the technical requirements for creating, managing, and publishing a Digital Local Plan (DLP) that aligns with the UK Government's digital planning reforms under the Levelling Up and Regeneration Act 2023. This includes outlining requirements for ways of working, project management, and the delivery of the Discovery and Alpha phases.

The project will be delivered through the Discovery and Alpha phases, in line with the GDS Service Design Manual. The Discovery phase is intended to develop a detailed understanding of the problem space and to inform the technical requirements for the Alpha phase.

This tendering exercise is being undertaken using the electronic tendering system 'City of London Corporation Sourcing & Contracts Portal' (<https://cityoflondon.ukp.app.jaggaer.com/>).

Suppliers will need to register an interest on the system in order to participate. Registration is free of charge.

The estimated contract value given at sections 31 and 32 is for the full duration of the contract including the maximum possible extensions. The estimated annual contract value

is therefore £250,000 exc. VAT)

### **Total value (estimated)**

- £250,000 excluding VAT
- £300,000 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 30 April 2026 to 31 October 2026
- Possible extension to 30 April 2027
- 1 year, 1 day

Description of possible extension:

The duration of the contract is 6 months, subject to the right of the City (at its sole discretion) to exercise its right to extend the Contract by up to 6 months The maximum length of the contract is therefore One Year

### **Main procurement category**

Services

### **CPV classifications**

- 72200000 - Software programming and consultancy services

## **Contract locations**

- UK - United Kingdom
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## **Participation**

### **Legal and financial capacity conditions of participation**

Bidders whose financial position is unacceptable in terms of stability, capability and capacity will be excluded. Bidders are therefore advised to ensure that copies of their latest audited / approved accounts have been submitted to Companies House (if applicable).

Bidders' will be assessed against the following criteria:

1. Minimum Revenue Requirement
2. D&B Overall Business Risk

Minimum Revenue Requirement:

The revenue requirement is calculated as the annual average revenue of the last two reported financial years, divided by the estimated annual contract value, as set out in the Tender notice. Bidders will be required to have an unrounded result of '2.0' or greater.

D&B Overall Business Risk

The City will obtain a credit report on D&B Credit using the Company Registration number provided in Q1.3.2 of the 'Potential Supplier Information'. As D&B information is updated regularly the City will run all the reports for this procurement shortly after the receipt of tenders to ensure fairness and transparency. Bidders who are assessed as 'Low', 'Moderate-Low', and 'Moderate' for the Overall Business Risk will pass this part of the Finance Check.

Bidders scoring 'Moderate-High' or 'High' will be assessed against the information provided as part of the Qualification Envelope 'Finance Self-Cleansing' response provided. If no response was included in that section, the City may choose to seek a clarification from the Bidder. The City can use its discretion as to whether the Bidder has

provided reasonable assurance to the City of its financial viability or if Mitigating Solutions are required. Bidders who do not provide a reasonable assurance may fail this section and the entire tender process.

### **Particular suitability**

- Small and medium-sized enterprises (SME)
  - Voluntary, community and social enterprises (VCSE)
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## **Submission**

### **Enquiry deadline**

23 February 2026, 12:00pm

### **Tender submission deadline**

6 March 2026, 12:00pm

### **Submission address and any special instructions**

This tendering exercise is being undertaken using the electronic tendering system 'City of London Corporation Sourcing & Contracts Portal' (<https://cityoflondon.ukp.app.jaggaer.com/>). Suppliers will need to register an interest on the system in order to participate. Registration is free of charge.

### **Tenders may be submitted electronically**

Yes

## Languages that may be used for submission

English

## Award decision date (estimated)

13 April 2026

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## Award criteria

<b>Name</b>	<b>Type</b>	<b>Weighting</b>
Technical	Quality	50%
Commercial	Cost	35%
Responsible Procurement	Quality	15%

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## Other information

### Conflicts assessment prepared/revised

Yes

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## Procedure

### Procedure type

Open procedure

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## **Contracting authority**

### **The Mayor and Commonalty and Citizens of the City of London**

- Public Procurement Organisation Number: PYQD-1693-MYXR

PO Box 270

City of London

EC2P 2EJ

United Kingdom

Telephone: 020 7606 3030

Email: [CityProc.Operations@cityoflondon.gov.uk](mailto:CityProc.Operations@cityoflondon.gov.uk)

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

Region: UKI43 - Haringey and Islington

Organisation type: Public authority - sub-central government