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Tender

WPB - Architect and Engagement Consultant Services

Guildford Borough Council

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

Notice identifier: 2026/S 000-012791

Procurement identifier (OCID): ocds-h6vhtk-064ecf

Published 12 February 2026, 11:37am

Scope

Description

The Westborough & Park Barn Better Homes Programme is an Authority-led initiative to prepare a long-term strategy for improving the area's housing, sustainability, and community infrastructure.

Phase 1 will focus on developing an evidence-based improvement strategy shaped through meaningful and inclusive community engagement. The outcomes of this phase will guide potential future works, which may include housing upgrades, redevelopment opportunities, the delivery of additional Authority housing, and enhancements to public spaces and local facilities. The Phase 1 strategy is expected to form a strategic framework setting out agreed principles, priorities and delivery parameters to inform subsequent delivery phases.

The precise geographic boundary of the Programme area has not yet been fixed. The boundary will be confirmed during Phase 1 following further feasibility analysis and engagement with residents. Based on current estimates, the strategy is expected to cover an area comprising just under 1,000 homes, approximately two-thirds of which are owned by the Authority.

Total value (estimated)

- £0 including VAT

Above the relevant threshold

Contract dates (estimated)

- 2 July 2026 to 1 July 2028
- Possible extension to 1 July 2029
- 3 years

Description of possible extension:

If required

Main procurement category

Services

CPV classifications

- 71315200 - Building consultancy services
- 73200000 - Research and development consultancy services

Submission

Submission type

Requests to participate

Deadline for requests to participate

4 March 2026, 12:00pm

Submission address and any special instructions

<https://www.in-tendhost.co.uk/sesharedservices.aspx/Home>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

18 May 2026

Award criteria

Name	Type	Weighting
Quality Submission	Quality	55%
Commercial submission	Price	40%
Social Value	Quality	5%

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Competitive flexible procedure description

The Authority will run a two-stage Competitive Flexible Procedure under the Procurement Act 2023. Stage 1 will consist of a Pre-Selection Questionnaire assessing organisational suitability, financial standing, technical capability, relevant experience and the capacity to deliver Phase 1. Submissions will be evaluated against published criteria, and the Authority intends to shortlist up to five suppliers, while reserving the right to adjust this number to maintain competitive tension, ensure appropriate market coverage and capability, or support procurement objectives. Any adjustments will be managed transparently and consistently.

At Stage 2, shortlisted suppliers will be invited to submit a Final Tender including a detailed method statement, team structure, resourcing proposals, a delivery plan aligned to RIBA Stages 0–2, quality responses and a fully priced commercial offer. Interaction may be used to clarify or refine requirements. Final Tenders will be evaluated using the Most Advantageous Tender approach, considering quality, social value and price. The highest-scoring bidder will be selected for contract award, subject to the mandatory standstill period where applicable.

Documents

Associated tender documents

<https://in-tendhost.co.uk/sesharedservices.aspx/Home>

Suppliers must submit their tenders by completing the Annexes to Tender Response Document of the PSQ and ITT. Completed tenders must be submitted using the e-Sourcing Portal. Suppliers should ensure that they allow plenty of time to upload the tender response, particularly where there are large documents. If bidders have any problems with the e-Sourcing Portal, they should contact the helpdesk via the online Help Centre at support@in-tend.com or calling 0845 5578079. As noted above, any tender received after the deadline may not be considered.

The e-Sourcing Portal can be accessed at SE Shared Services eSourcing Portal. All communications (including submission of tenders) should be carried out via the e-Sourcing Portal.

Contracting authority

Guildford Borough Council

- Public Procurement Organisation Number: PRYN-3355-CPMV

Millmead House, Millmead

Guildford

GU2 4BB

United Kingdom

Email: procurement@guildford.gov.uk

Region: UKJ25 - West Surrey

Organisation type: Public authority - sub-central government