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Tender

Emergency Planning Training and Exercise Programme - London Borough of Sutton

London Borough of Sutton

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

Notice identifier: 2025/S 000-014576

Procurement identifier (OCID): ocds-h6vhtk-050160 ([view related notices](#))

Published 11 April 2025, 12:42pm

Scope

Description

The London Borough of Sutton is seeking to procure the services of a suitably qualified and experienced provider or consultancy to develop and deliver five (5) Emergency Planning training and exercise events. The primary objective of this program is to enhance the Council's ability to effectively manage and respond to emergencies, thereby safeguarding the safety and well-being of its residents.

The budget for this project (2 years) is in the range of £16,000- £20,000 Maximum

Please refer to the specification for further details

Total value (estimated)

- £20,000 excluding VAT
- £24,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 July 2025 to 30 June 2027
- Possible extension to 30 June 2028
- 3 years

Description of possible extension:

The Authority proposes to enter into a contract with the successful Tenderer ('Potential Supplier') for a duration of two years with an option to extend for a further one year. The anticipated contract commencement date is 1 July 2025.

Main procurement category

Services

CPV classifications

- 80000000 - Education and training services

Contract locations

- UKI63 - Merton, Kingston upon Thames and Sutton

Participation

Particular suitability

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

Submission

Enquiry deadline

30 April 2025, 12:00pm

Tender submission deadline

7 May 2025, 12:00pm

Submission address and any special instructions

<https://www.londontenders.org/>

Tenders may be submitted electronically

Yes

Award criteria

The London Borough of Sutton is seeking to procure the services of a suitably qualified and experienced provider or consultancy to develop and deliver five (5) Emergency

Planning training and exercise events. The primary objective of this programme is to enhance the Council's ability to effectively manage and respond to emergencies, thereby safeguarding the safety and well-being of its residents.

Given that the cohort of officers and members remains largely consistent year-on-year and has previously undergone related training, proposals must demonstrate a clear understanding of this context and recommend a delivery methodology that optimises efficiency and effectiveness, taking into account the seniority of the participants.

Key Outcomes:

Improved Operational Readiness

Strengthened Leadership and Decision-Making

Validated Emergency Response Plans

Enhanced Community Resilience

Actionable Insights and Continuous Improvement

The budget for this project (2 years) is in the range of £16,000- £20,000 Maximum

Please refer to the specification for full details.

Procedure

Procedure type

Below threshold - open competition

Contracting authority

London Borough of Sutton

- Public Procurement Organisation Number: PJMC-1445-VCVG

Civic Offices, St Nicholas Way

Sutton

SM1 1EA

United Kingdom

Email: commercial.procurement@sutton.gov.uk

Region: UKI63 - Merton, Kingston upon Thames and Sutton

Organisation type: Public authority - sub-central government