

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/014576-2025>

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](mailto:commercial.procurement@sutton.gov.uk)

Region: UKI63 - Merton, Kingston upon Thames and Sutton

Organisation type: Public authority - sub-central government