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Tender

Architect Appointment for CoLP Tactical Firearms Training Facility

The Mayor and Commonalty and Citizens of the City of London

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

Notice identifier: 2025/S 000-014938

Procurement identifier (OCID): ocds-h6vhtk-050271 ([view related notices](#))

Published 14 April 2025, 12:53pm

Scope

Description

The CoLC, in collaboration with CoLC of London Police (CoLP) are undertaking a project to build a Tactical Firearm Training Facility (TFTF). A suitable site owned by CoLC at Dagenham Dock has been identified. A feasibility study was undertaken to determine the viability of the site, to evaluate cost and programme differences as well as assessing the pros and cons of either a full traditional build approach or full modular scheme to provide the new TFTF. In conclusion, it was determined that a combination of both traditional and modular design solutions is to be considered as the favoured approach to provide the most efficient and operationally effective solution.

The design scheme produced during the feasibility study is to progress from RIBA stages 1 to 3, however elements of this design are incomplete and there is a requirement for the appointed design team to review the existing information/design and provide appropriate advice/expertise as to what extent the current packages are progressed further to provide a complete RIBA stage 1 and review then progress RIBA stage 2 and 3 design before commencing the RIBA stage 4.

This appointment is for Architect services which include the below core services:

A. Act as an Architect and Lead Designer for the project during RIBA Stage 1-4. Acting as the client monitoring agent post RIBA stage 4 to completion.

B. Develop the full traditional design and specification to RIBA Stages 1-3; Procurement Strategy of Stage 1 of Two Stage Procurement, Tender Documentation of Stage 1 and Tender Action; and Procurement Strategy of Stage 2 of Two Stage Procurement, Documentation Review of Stage 2 and Tender Action.

Ensure designs are compliant with: all relevant building and safety regulations including building and fire regulation.

D. Advise on any exclusions and fees for any additional deliverables

E. If necessary draft applications and engage in negotiations for building permissions and all approvals as necessary (e.g. Planning, Building Control, Network Rail, Party Wall awards, Access licences, etc.)

F. So far as is reasonably practicable, take account of any proposals for legislation published by government or the European Union or legislation which is enacted but not yet brought into force, insofar as it is likely to affect the architectural design of the Development or the cost in use of the Development.

G. Consult with the CoLC as to whether and if so, how such prospective legislative change should be taken into account in the architectural design of the Development.

Individuals working on this project must have received their Non-Police Personal Vetting level 3 and Security Clearance.

Please see full scope of services within tender documents.

Total value (estimated)

- £374,923 excluding VAT
- £449,907.60 including VAT

Above the relevant threshold

Contract dates (estimated)

- 23 June 2025 to 31 March 2026
- 9 months, 8 days

Main procurement category

Services

CPV classifications

- 71530000 - Construction consultancy services

Contract locations

- UKI - London

Participation

Legal and financial capacity conditions of participation

Please refer to tender documents.

Technical ability conditions of participation

1. Vetting

This project requires all personnel involved to hold the appropriate security clearances due to the sensitive nature of the Tactical Firearms Training Facility.

Please confirm and provide evidence that the individuals proposed to work on this project hold both of the following:

- Non-Police Personnel Vetting (NPPV) Level 3
- Security Clearance (SC)

Important:

- All clearances must be in-date and valid for the duration of the contract.
- Failure to provide full and sufficient evidence will result in an automatic Fail, and the supplier will be excluded from further evaluation.

2. Relevant Experience

Have you delivered the design of a Firing Range, including Ancillary Buildings and a Training Tower / Skills House, or are you currently doing so?

Important - Pass/Fail Requirement:

To pass, suppliers must provide at least one relevant example of a completed project involving a Firing Range and associated facilities (Training Tower / Skills House), preferably delivered within the last 10 years.

Failure to provide sufficient and relevant evidence will result in a Fail, and the supplier will be excluded from further evaluation

All bidders must be compliant with UK Living Wage. Please see tender documents for other technical ability conditions of participation.

Particular suitability

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

Submission

Enquiry deadline

2 May 2025, 5:00pm

Tender submission deadline

9 May 2025, 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.iaggaer.com/>). Suppliers will need to register an interest on the system in order to participate and registration is free.

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 £115,536.

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

19 June 2025

Award criteria

Name	Description	Type	Weighting
Technical	Q1 - Method Statement 1 -Team and Resources Q2 - Method Statement 2 -Interpretation of Brief Q3 - Method Statement 3 -Design Development Management Q4 - Interview See full questions within tender documents	Quality	45%

Name	Description	Type	Weighting
Commercial	Best (lowest) price receives the maximum score available in this section; the remaining bids receive a score pro rata to the best price using the following calculation: Lowest Net Price = $\frac{\text{maximum points}}{\text{Lowest Net Price}} \times \text{maximum points available Bidders Net Price}$ See pricing schedule within tender documents.	Cost	40%
Responsible Procurement	Q1 - Climate Action Q2 (a) - Social Value Q2 (B) - Social Value See full questions within tender documents.	Quality	15%

Other information

Payment terms

please refer to contract documents

Description of risks to contract performance

The requirements are to provide the contracted services to the end of the works project. The contract may require modification in the event of project overrun to ensure continuation of service and technical expertise is retained from the appointed design team (for example to provide additional goods, services or works).

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Justification for not publishing a preliminary market engagement notice

Pre-market engagement was not conducted for this procurement due to the clearly defined nature of the requirement, which aligns with existing market capabilities and standards. The procurement is being undertaken using an above-threshold open procedure under the Procurement Act, with appropriate vetting requirements and experience-based conditions of participation included in the tender.

Sufficient knowledge of the market was already available internally, based on previous procurements and sector-specific expertise, making it possible to develop robust and

relevant documentation without the need for additional engagement. Given the urgency and resource considerations involved, it was deemed proportionate and efficient to proceed directly to tender.

Contracting authority

The Mayor and Commonalty and Citizens of the City of London

- Public Procurement Organisation Number: PYQD-1693-MYXR

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Organisation type: Public authority - sub-central government