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Tender

Security Staffing and Associated Services

Lincoln College Group

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

Notice identifier: 2025/S 000-015952

Procurement identifier (OCID): ocds-h6vhtk-0504f3 ([view related notices](#))

Published 17 April 2025, 2:36pm

Scope

Reference

SEC001.25

Description

Lincoln College Group (LCG) is an FE and HE college spread over two sites in Lincoln and Newark. We are inviting bids for the provision of security services. The contractor will provide support to the Facilities Department during the hours of 6am and 9:30pm, Monday to Friday. This can include room unlocks and escorting contractors in addition to the manned guard role of patrolling, along with any other reasonable requests. The contractor will also be required to assist with car parking duties, ticketing unauthorised vehicle's and supporting college events.

As part of the wider security provision, the successful contractor will be required to deliver professional security and crowd management services for events hosted at The Drill Hall, Lincoln.

Guards must use body cameras (with GDPR compliance) and be first aid/fire marshal trained. Guards must be fully vetted for an educational environment (including enhanced

DBS checks and require Child Barred List Checks from all contractors).

Please note that this contract covers The Drill Hall and The Old Bakery which are separate legal entities,

Total value (estimated)

- £825,000 excluding VAT
- £990,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 August 2025 to 31 July 2027
- Possible extension to 31 July 2028
- 3 years

Description of possible extension:

If all KPI's are achieved annually we would extend for an additional year.

Options

The right to additional purchases while the contract is valid.

The scope of the contract is to include any ad-hoc security needs for the College and its subsidiaries.

Main procurement category

Services

CPV classifications

- 75241000 - Public security services

Contract locations

- UKC - North East (England)
- UKD - North West (England)
- UKE - Yorkshire and the Humber
- UKF - East Midlands (England)
- UKG - West Midlands (England)
- UKH - East of England
- UKI - London
- UKJ - South East (England)
- UKK - South West (England)

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

6 May 2025, 11:59pm

Tender submission deadline

21 May 2025, 12:00pm

Submission address and any special instructions

Tenders and any enquiries must be submitted via procurement@lincolncollege.ac.uk

Tenders may be submitted electronically

No

Languages that may be used for submission

English

Award decision date (estimated)

23 May 2025

Recurring procurement

Publication date of next tender notice (estimated): 17 April 2028

Award criteria

Name	Description	Type	Weighting
Pricing	This will be based on the submitted cost schedule.	Price	50%
Quality	As per question in the Invitation to Tender document, sections A, B, D	Quality	40%
Corporate Social Responsibility	As per question in the Invitation to Tender document, section D.	Quality	10%

Other information

Payment terms

Invoices must be received by the 10th of the month in order to be paid by the end of the same calendar month. Payment by BACS only. Each invoice must contain a Purchase Order Number. Invoices without a Purchase Order Number will not be processed.

Any costs relating to work at The Drill Hall and The Old Bakery must be quoted for and invoiced separately.

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Special regime

Light touch

Documents

Associated tender documents

[Security ITT - April 2024 Final.doc](#)

Contracting authority

Lincoln College Group

- UK Register of Learning Providers (UKPRN number): 10003928
- Public Procurement Organisation Number: PNXC-4137-QGWD

Monks Road

Lincoln

LN2 5HQ

United Kingdom

Email: procurement@lincolncollege.ac.uk

Region: UKF30 - Lincolnshire

Organisation type: Public authority - sub-central government