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Planning

The London Archives Mechanical & Electrical Cyclical Works Refurbishment Principal Contractor

The Mayor and Commonalty and Citizens of the City of London

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2026/S 000-016182

Procurement identifier (OCID): ocds-h6vhtk-065a57

Published 23 February 2026, 3:39pm

Scope

Description

Background and Scope

The London Archives (LA) is the official repository for records of the London metropolitan area covering nearly 1,000 years of history. LA is the largest local authority record office in the UK serving around 30,000 visitors a year.

The archives in its custody are both unique and priceless and comprise both those owned by the City of London Corporation and those owned by external depositors.

LA is recognised by The National Archives (UK) as an approved place of deposit for public records under the Public Records Act 1958 and 1967 & is appointed as a Diocesan record office under the Parochial Registers and Records Measures 1929, 1978 and 1992. LA has been recognised as an Accredited Archive Service. Archive Service Accreditation defines good practice and agreed standards for archive services across the UK including standards regarding security.

LA is committed to protecting the records of London's history and safeguarding their

future by ensuring that they are stored safely and securely, and that the public access them in a safe and secure environment. At the same time the aim is to allow public access to archives in the Archive Study Area (ASA) whenever possible.

There are three buildings on the site:

1. The Main Building, 40 Northampton Road (const. c1930) – approx. 12,000sq.m, comprises basement, ground, mezzanine, and first to third floors. FBC (“Finsbury Business Centre”) lease the third floor.
2. The Annexe, 40 Bowling Green Lane. – approx. 2000sqm, FBC lease the entire building comprising four floors, and it provides access to the third floor FBC demise of the main building.
3. The Extension Building – approx. 2500sq.m, a modern temperature and humidity-controlled building over basement to third floor levels, for the LA’s valuable manuscripts. Access is from 40 Northampton Road via a link bridge.

The Extension Building is entirely archive storage. The main building contains large volumes of archive storage, as well as public research, education and events areas, specialist conservation and media spaces, and support staff spaces.

The scope of works entails the renewal of Mechanical & Electrical systems in the Main Building and Extension Building and Annexe. The works are summarised below.

Element Areas Affected

Chiller Plant Renewals Extension

Heating System Performance Improvements Site

VRV Heating and Comfort Cooling Systems Renewals Main Building

Fire / Smoke Damper System Renewal & Duct Cleaning Extension

Associated BMS Works Extension (and head end in Main Building)

Fire Alarm System Renewals Site

Lighting, Emergency Lighting, and Lighting Controls Renewals Main Building - Public Areas

Electrical Mains and Sub-mains Renewals (including power supply upgrade) Main Building & Extension

Associated Building Works, including general BWIC, enlarged Extension chiller plant ventilation louvres, and new ceilings to public areas in Main Building Main Building and Extension

The site will remain open to staff and public for the duration of the works. The works will comprise a series of phases and associated enabling works, all undertaken to ensure the project is delivered safely, whilst securing the protection of archives and business continuity.

The site phase is planned to commence in September/October of 2026 and be completed within 18 months.

Total value (estimated)

- £3,000,000 excluding VAT
- £3,600,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 12 October 2026 to 13 March 2028
- Possible extension to 23 November 2028
- 2 years, 1 month, 12 days

Main procurement category

Works

CPV classifications

- 45351000 - Mechanical engineering installation works

Contract locations

- UKI - London
-

Engagement

Engagement deadline

20 March 2026

Engagement process description

Pre market engagement questionnaire

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Publication date of tender notice (estimated)

24 April 2026

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