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Planning

Guildhall Mechanical CWP Design [3 lots]

The Mayor and Commonalty and Citizens of the City of London

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

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Scope

Description

Tender for mechanical design consultants across 3 packages across the Guildhall, split by building: North Wing & 65 Basinghall/GJR; East Wing; West Wing. This will result in design and project management of the cyclical works projects across the Guildhall.

The Consultant for each lot is to provide professional services as defined in the respective applicable part of Section 3 Lot 1, 2 or 3 of this brief.

The lots will be split according the following principles:

a. Lot 1 - North Wing & 65 Basinghall Street:

i. Generally the North Wing mechanical services are relatively modern, with plant maintained and upgraded since 2007 inter alia main AHUs upgraded in 2020, along with heating and BEMS upgrades between 2020 and 2024.

ii. Perimeter heating systems still require some control refinement. FCUs across the North

Wing are due for replacement.

iii. Some design work has taken place to reduce cold spots.

iv. Heating pipework has had some remedial work taking place due to leaks developing on galvanised steel pipework and fittings.

v. Kitchen ventilation systems are due to be upgraded, which could realise energy savings and potentially rationalise the hydraulic arrangement with regards to air flows and interlocks.

vi. Domestic Hot Water Systems are to be replaced following capacity assessment along with shower valves in the Lower Ground Floor.

vii. The steam humidification system serving the main office was decommissioned some years ago. A design to reinstate a humidification system to the vent is to be provided, ideally retaining the existing AHU chassis, as these are not due for replacement.

viii. Overall, the plant replacement strategy has been to upgrade BEMS and now due to follow with emitters and make improvements along the way.

ix. Chillers and pumps have been replaced as part of a major works project, which is currently on-site.

x. 65 Basinghall Street is also known as Guildhall Justice Rooms or GJR.

xi. The old main CER room is located here and fed from the same chiller as the office area.

xii. The chiller is to be decommissioned, a replacement service is to be designed and provided. The CER

xiii. The FCUs serving GJR are noted as being difficult to service and have 3P valves which create a by-pass which adversely affects return temperatures back to Citigen.

b. Lot 2 – Guildhall Yard East (GYE)

i. There is currently a BEMS replacement project in pre-start phase with Sykes & Son on D&B contract.

ii. The Private part of the building is demised to the City Of London Police. There is a major refurbishment planned for this part of the building, which is currently in the design phase.

iii. Mechanical emitters are due for replacement across the Public side of the building.

iv. Pumps serving both Public and Private areas have recently been replaced.

v. AHUs serving the Public areas were upgraded in 2021 along with the BEMS that controls them.

vi. The general replacement/upgrade strategy for systems excluding the AHUs, is to replace and upgrade the emitters following on from the BEMS works.

c. Lot 3 – West Wing

i. Mechanical systems are beyond end of working life and controlling the environment is extremely and increasingly challenging for FM to manage.

ii. Systems need to be replaced and upgraded to achieve another 5 years of useful life, as a minimum.

iii. The BEMS is entirely on the legacy Continuum system and needs replacing.

iv. The chillers are life expired and currently due for replacement by connecting via PHX to North Wing under a separate project.

v. The proposed strategy for mechanical replacement and upgrades, is to undertake rationalisation of systems to allow mechanical plant, emitters and controls to be replaced system-by-system. Works should look to improve, rationalise and upgrade performance and control where possible.

vi. The West Wing is Grade II listed and classed as a High-Risk Building.

The Consultant M&E Engineer shall fulfil the Lead Function including BRPD and PM. They have the duty and responsibility of co-ordinating and integrating the work of the other Consultants employed on the project to maintain the Programme on all items of works. The other respective appointed Consultants will be responsible for the duties as defined in draft scope of service documents created by the Lead Consultant on an emergent basis. All consultants should be mindful of the interdependencies between disciplines and ensuring a smooth interface between co-dependent third parties. The COL Supervising Officer or Senior Principal Mechanical Engineer will take overall responsibility for design management and decision making across services.

Commercial tool

Establishes a dynamic market

Total value (estimated)

- £800,000 excluding VAT
- £960,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 4 August 2025 to 3 August 2028
- 3 years

Main procurement category

Services

CPV classifications

- 71314300 - Energy-efficiency consultancy services
- 71315200 - Building consultancy services

Contract locations

- UKI - London
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Engagement

Engagement deadline

26 May 2025

Engagement process description

This project will be for three lots, suppliers can apply for all three but will be limited to be appointed for only two lots.

The tender process will be under the Procurement Act 2023 - Competitive Flexible procedure using the two stage tender process.

Participation

Particular suitability

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

Submission

Publication date of tender notice (estimated)

2 June 2025

Contracting authority

The Mayor and Commonalty and Citizens of the City of London

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