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Tender

Fundraising Consultant for St George's Guildhall and Creative Hub Project

Borough Council of Kings Lynn and West Norfolk

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

Notice identifier: 2025/S 000-028967

Procurement identifier (OCID): ocds-h6vhtk-05107c

Published 2 June 2025, 8:09am

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Scope

Description

The Borough Council of King's Lynn and West Norfolk is inviting quotations for a Fundraising Consultant to drive the fundraising strategy of the St Georges Guildhall & Creative Hub project.

The project will refurbish a range of buildings including a theatre with national and international significance, through unique links to Shakespeare, creating a vibrant new visitor attraction in the town.

The scheme is being managed by the Council and is supported by Town Deal funding. We are now in a position to appoint a Fundraising Consultant to deliver ambitious fundraising targets by raising income through public bodies, trusts and foundations, individual giving schemes, and developing corporate partnerships.

To view this notice, please click here:

<https://www.delta-esourcing.com/delta/viewNotice.html?noticeId=951515043>

Total value (estimated)

- £40,000 excluding VAT
- £48,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 16 June 2025 to 16 June 2026
- Possible extension to 16 June 2028
- 3 years, 1 day

Description of possible extension:

Up to 2 years

Main procurement category

Services

CPV classifications

- 66171000 - Financial consultancy services
- 73220000 - Development consultancy services
- 79900000 - Miscellaneous business and business-related services

Contract locations

- UKH16 - North and West Norfolk

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

6 June 2025, 11:59pm

Tender submission deadline

13 June 2025, 12:00pm

Submission address and any special instructions

<https://www.delta-esourcing.com/respond/5EKYGC2Z9N>

Tenders may be submitted electronically

Yes

Award criteria

Name	Description	Type	Weighting
Curriculum Vitae of all/any employees that would work on the project	Long criteria description	Quality	30%
Experience of secured funding and relevant projects undertaken	Long criteria description	Quality	30%
Fixed Monthly Retainer Percentage	Long criteria description	Price	15%
Commission Charged	Long criteria description	Price	15%
Proposed methodology for the project	Long criteria description	Quality	10%

Procedure

Procedure type

Below threshold - open competition

Contracting authority

Borough Council of Kings Lynn and West Norfolk

- Public Procurement Organisation Number: PZQQ-4816-TPLW

Kings Court, Chapel Street

King's Lynn

PE30 1EX

United Kingdom

Telephone: +44 1553616200

Email: procurementtenders@west-norfolk.gov.uk

Region: UKH16 - North and West Norfolk

Organisation type: Public authority - sub-central government