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Tender

## **WFD Systems Improvement Project**

THE WESTMINSTER FOUNDATION FOR DEMOCRACY LIMITED

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

Notice identifier: 2025/S 000-035659

Procurement identifier (OCID): ocds-h6vhtk-0554d1

Published 27 June 2025, 10:48am

### **Scope**

#### **Description**

WFD is seeking a reputable supplier to provide sustained support and continuous improvement of its core information management systems. These systems enable the design, delivery, and reporting of democracy support programming across the organisation.

The objective of this engagement is to enhance WFD's digital infrastructure through the development of additional modules within WFD's Power Apps-based programme delivery solution and the provision of expert support across SharePoint, Power Apps, Microsoft Dynamics Business Central, and Azure.

This work will contribute to the strengthening of organisational effectiveness, improving programme performance monitoring, and the implementation of WFD's Data Strategy.

The scope of this engagement includes but not limited to:

Supporting the maintenance and continuous improvement of WFD's Microsoft 365-based information systems, including but not limited to Power Apps, SharePoint, Dynamics Business Central, and Azure.

Further specifying and developing a set of pre-identified modules for WFD's Power Apps-

based programme delivery application.

Collaborating with WFD to refine existing requirements and translate these into functional system components.

Providing advisory input into WFD's broader systems development roadmap and Data Strategy

Ensuring secure, user-friendly, and well-documented development practices.

WFD's target infrastructure uses Microsoft Dataverse and includes three Canvas Apps, five PowerBI reports, and an Azure Function app that uses Python.

WFD has approximately 220 users licensed for PowerApps and PowerBI.

## **Commercial tool**

Establishes a framework

## **Total value (estimated)**

- £210,000 including VAT

Below the relevant threshold

## **Contract dates (estimated)**

- 1 October 2025 to 31 March 2027
- 1 year, 6 months

## **Main procurement category**

Services

## **CPV classifications**

- 72000000 - IT services: consulting, software development, Internet and support

## **Contract locations**

- UKI - London

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## **Framework**

### **Maximum number of suppliers**

1

### **Maximum percentage fee charged to suppliers**

0%

### **Framework operation description**

Prices will be determined based on the SFIA rate card submitted. The Statement of Requirements / scope would be agreed and set out in an Order Contract (call-off). Since there will be one supplier on the framework, it will be without competition.

### **Award method when using the framework**

Without competition

### **Contracting authorities that may use the framework**

Establishing party only

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## **Participation**

### **This procurement is reserved for**

- UK suppliers
- Small and medium-sized enterprises (SMEs) and voluntary, community and social enterprises (VCSEs)

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

18 July 2025, 11:59pm

### **Tender submission deadline**

25 July 2025, 11:59pm

### **Submission address and any special instructions**

[procurement@wfd.org](mailto:procurement@wfd.org)

## **Tenders may be submitted electronically**

No

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## **Award criteria**

The evaluation process will consist of two stages:

Stage 1 - Evaluation of written submissions

Stage 2 - Interviews with shortlisted bidders

Please refer to the invitation to tender document for full details.

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## **Procedure**

### **Procedure type**

Below threshold - open competition

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## **Documents**

### **Associated tender documents**

<https://www.wfd.org/vacancy-supplier/invitation-tender-service-improvement-project>

ITT and clarification questions are hosted on the website page

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## **Contracting authority**

### **THE WESTMINSTER FOUNDATION FOR DEMOCRACY LIMITED**

- Companies House: 02693163
- Public Procurement Organisation Number: PPTR-9766-JYLP

102 Petty France

London

SW1H 9AJ

United Kingdom

Email: [procurement@wfd.org](mailto:procurement@wfd.org)

Region: UKI32 - Westminster

Organisation type: Public authority - sub-central government