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Tender

WFD Website Hosting and Support Services

THE WESTMINSTER FOUNDATION FOR DEMOCRACY LIMITED

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

Notice identifier: 2025/S 000-040540

Procurement identifier (OCID): ocds-h6vhtk-05605b

Published 16 July 2025, 2:16pm

Scope

Description

WFD is seeking a reliable provider to deliver ongoing hosting, technical support, security, maintenance and development services of www.wfd.org.

Our website is a key WFD communication channel. It provides information about WFD's experience, relevance, activities, and impact to a range of audiences around the world including citizens, governments, members of parliament, parliamentary staff, academics and researchers.

The website must be compliant with all relevant legislation, including the Data Protection Act and the Public Sector Bodies (Websites and Mobile Applications) (No. 2) Accessibility Regulations 2018. It must also comply with the UK Government secure website principles: Security overview for websites - The GDS Way.

Deliverables and scope of work includes but not limited to:

Hosting www.wfd.org

Providing ongoing technical maintenance and services for www.wfd.org including but not

limited to:

Ongoing maintenance of the CMS (including bugs and CMS updates)

Annual usability/accessibility review

Ensuring the website is secure and compliant with the relevant regulations, including accessibility standards

Ensuring processes are in place for the monitoring and analysis of website performance, and supporting WFD to evaluate its effectiveness.

Build new or change existing website functionality for www.wfd.org as requested by WFD on a day rate basis.

Providing strategic advice and recommendations for improving the website

Website specification

Content management system: (CMS) Drupal 10

File tree size (except public files): 402M

Public files: 6.3G

Private files: 464K

Database:

MySQL dump size: 52M

MySQL size on disk (including indexes, etc): 910M

Number of modules:

Contrib Drupal modules: 77

Custom Drupal modules: 6

Commercial tool

Establishes a framework

Total value (estimated)

- £50,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 8 September 2025 to 7 September 2029
- 4 years

Main procurement category

Services

CPV classifications

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

Contract locations

- UKI - London
-

Framework

Maximum number of suppliers

1

Maximum percentage fee charged to suppliers

0%

Framework operation description

As this framework will be with a single supplier without further competition, prices submitted as part of this tender will form the basis for contract pricing subject to any agreed review mechanism.

Award method when using the framework

Without competition

Contracting authorities that may use the framework

Establishing party only

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)

Submission

Enquiry deadline

24 July 2025, 11:59pm

Tender submission deadline

1 August 2025, 11:59pm

Submission address and any special instructions

Tenders must be submitted by email to procurement@wfd.org by the stated deadline.

Tenders may be submitted electronically

No

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 for full details including evaluation criteria.

Procedure

Procedure type

Below threshold - open competition

Documents

Associated tender documents

<https://www.wfd.org/vacancy-supplier/invitation-tender-website-services>

Invitation to tender and clarification questions are hosted on the website page.

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

Region: UKI32 - Westminster

Organisation type: Public authority - sub-central government