

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/049651-2025>

Tender

Appropriate Adult Service 2026

British Transport Police Authority

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

Notice identifier: 2025/S 000-049651

Procurement identifier (OCID): ocds-h6vhtk-058a20

Published 18 August 2025, 6:38pm

Scope

Reference

BTP/CON/1035

Description

British Transport Police seeks the provision of an Appropriate Adult Service 24 hours a day, 7 days a week, 365 days of the year as, defined by the Police and Criminal Evidence Act (1984) and its Code of Practice for juveniles aged 10-17 years where a parent or guardian is unable or unwilling to attend; as well as for vulnerable adults detained in police custody, A vulnerable adult is considered to be from the age of 18.

The role of the Appropriate Adult in custody is to ensure the welfare of the vulnerable person (adult and juvenile) is maintained, that they understand all processes put to them and that all decisions they make in custody are in their best interests and with all the available information and understanding. This is a requirement under Code C of PACE, and allows the AA to make representations, and speak on behalf of the vulnerable person on matters of welfare and understanding.

Whilst it is required that an Appropriate Adult be present for all custody processes

involving vulnerable persons. If an Appropriate Adult is not readily available during booking in or when a Juvenile is first brought to a custody, a telephone service will be available to assist with the initial booking in process. An Appropriate Adult in these circumstances will provide guidance and welfare support (but will not include formal consultation).

In most cases the Appropriate Adult will be somebody related to the detained person such as a parent, adult, sibling, or a Social Worker with a responsibility for the ongoing welfare of the child. However, there are times when these people are unable, unwilling or unsuitable to function as an Appropriate Adult in custody and in these cases, police are required to call on another independent, responsible adult.

Total value (estimated)

- £460,000 excluding VAT
- £552,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 12 February 2026 to 11 February 2029
- Possible extension to 11 February 2030
- 4 years

Description of possible extension:

Not applicable

Main procurement category

Services

CPV classifications

- 85311300 - Welfare services for children and young people

Contract locations

- UK - United Kingdom

Participation

Legal and financial capacity conditions of participation

Selection criteria as stated in the procurement documents

Technical ability conditions of participation

Selection criteria as stated in the procurement documents

Particular suitability

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

Submission

Enquiry deadline

1 September 2025, 5:00pm

Tender submission deadline

15 September 2025, 12:00pm

Submission address and any special instructions

www.mytenders.co.uk

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

27 October 2025

Award criteria

Name	Description	Type	Order of importance
Service Delivery	Service Delivery	Quality	1

Other information

Payment terms

The Contractor shall submit a single monthly consolidated invoice to be paid monthly in arrears.

the Supplier shall provide invoice backing information as outlined above in paragraph 10 and as additionally defined in the specification of requirement to enable budget holders to confirm services requested.

Description of risks to contract performance

Not applicable

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Justification for not publishing a preliminary market engagement notice

Well-Defined Requirements: The services are standard and have been previously procured. The Authority feels confident in proceeding without market input.

Market Distortion Concerns: The market is very small and dominated by very few (two) players, Pre Market Engagement could risk distorting competition or signalling preferences.

Not Mandatory: The Procurement Act 2023 permits but does not require contracting authorities to conduct PME. The Authority has chosen to skip the Pre-Market Engagement as we believe it's unnecessary for the procurement in question.

Documents

Associated tender documents

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608771

Appendix A - Invitation To Tender - Appropriate Adult Service 2026

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608773

Appendix B - Specification of Requirements - Appropriate Adult Service 2026

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608775

Appendix C - Supplier Response Guidance - Appropriate Adult Service 2026

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608776

Appendix D - Pricing Schedule - Appropriate Adult Service 2026

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608777

BTPCON1035 - 1 - Part A - Contract Award Form

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608778

BTPCON1035 - 1 - Part B - Core Terms BTP

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608779

BTPCON1035 - 2 - Specification

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608780

BTPCON1035 - 3 - Form of Tender

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608781

BTPCON1035 - 4 - Selection

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608782

BTPCON1035 - 5 - Pricing

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608784

BTPCON1035 - 6 - Quality

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608786

BTPCON1035 - 7 - Commercially Sensitive Information

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608789

BTPCON1035 - 8 - BTP Ethical Procurement Statement

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608791

BTPCON1035 - Schedule 1 - Definitions_v1.1

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608793

BTPCON1035 - Schedule 2 - Specification_v1.1

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608795

BTPCON1035 - Schedule 3 - Charges

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608797

BTPCON1035 - Schedule 4 - Tender v1.2

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608799

BTPCON1035 - Schedule 5 - Commercially_Sensitive_Information

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608801

BTPCON1035 - Schedule 6 - Transparency_Reports

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608802

BTPCON1035 - Schedule 11 - Continuous_Improvement

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608803

BTPCON1035 - Schedule 12 - Benchmarking v1.2

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608804

BTPCON1035 - Schedule 13 - Contract Management

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608806

BTPCON1035 - Schedule 14 - BCDR

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608808

BTPCON1035 - Schedule 16 - Security v1.2

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608809

BTPCON1035 - Schedule 20 - Processing Data_v1.2

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608811

BTPCON1035 - Schedule 21 - Variation_Form

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608813

BTPCON1035 - Schedule 22 - Insurance

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608814

BTPCON1035 - Schedule 25 - Rectification_Plan

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608815

BTPCON1035 - Schedule 26 - Sustainability

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608816

BTPCON1035 - Schedule 27 - Key Subcontractors

https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=608817

BTPCON1035 - Schedule 36 - Intellectual Property Rights v1.2

Contracting authority

British Transport Police Authority

- Public Procurement Organisation Number: PXCV-1424-DYJV

200 Buckingham Palace Road

London

SW1W 9TJ

United Kingdom

Contact name: Ayo Ogunmoyero

Telephone: +447917580997

Email: ayo.ogunmoyero@btp.police.uk

Website: <http://www.btp.police.uk>

Region: UKI32 - Westminster

Organisation type: Public authority - sub-central government