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Tender

Visitor Information System

Corporate Officer of the House of Commons

Corporate Officer of the House of Lords

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

Notice identifier: 2025/S 000-049793

Procurement identifier (OCID): ocds-h6vhtk-05213c ([view related notices](#))

Published 19 August 2025, 12:06pm

Changes to notice

This notice has been edited. The [previous version](#) is still available.

Amended to direct prospective Bidders to the tender documentation where the Conditions of Participation can be found.

Scope

Description

This contract is for the provision of a Commercial Off The Shelf (COTS) solution that enables the capture and recording of visitor information onto the Parliamentary estate. This contract will be for a 5-year initial term with up to 2-years extension options, in the format of 1+1.

Total value (estimated)

- £5,000,000 excluding VAT
- £6,000,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 9 February 2026 to 8 February 2031
- Possible extension to 8 February 2033
- 7 years

Description of possible extension:

Up to 2 Years

Options

The right to additional purchases while the contract is valid.

The Authority may modify the scope and nature of this Contract by either changing, removing, and/or adding additional premises, venues and/or locations. The Authority may modify the scope and nature of this Contract by purchasing Hardware (in respect of printing wearable identifiers and/or Hardware that will be used for the purpose of checking visitors in and out of the Parliamentary Estate) in the event that the Authority (in its complete discretion) makes a decision that Hardware is required to assist the Authority with either visitor and/or security management. The Authority may require the supplier to

assist the Authority with any projects and/or works that relate to the integration, configuration and/or customisation of the Deliverables.

Main procurement category

Services

CPV classifications

- 48000000 - Software package and information systems
- 72210000 - Programming services of packaged software products

Contract locations

- UKI - London

Participation

Legal and financial capacity conditions of participation

Details of the legal and financial capacity requirements are included within the Authority's Procurement Specific Questionnaire (PSQ).

Technical ability conditions of participation

Details of the technical ability conditions are included within the Authority's Procurement Specific Questionnaire (PSQ).

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

1 September 2025, 12:00pm

Submission type

Requests to participate

Deadline for requests to participate

1 September 2025, 12:00pm

Submission address and any special instructions

<https://atamis-ukparliament.my.site.com/s/Welcome> Bidders should access the tender documentation via the Authority's eSourcing Portal (above). For any access issues, please contact support@atamis.co.uk

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

12 January 2026

Award criteria

| Name | Type | Weighting |
|--------------------------|-------------|------------------|
| Written Tender Responses | Quality | 50.00% |
| Commercial Proposal | Price | 30.00% |
| Demonstration | Quality | 10.00% |
| Social Value | Quality | 10.00% |

Other information

Payment terms

The cost model is split into 4 parts: 1. Implementation charges (Milestone Payments) 2. Support & Maintenance (Fixed Monthly Service Charge) 3. Licencing (Volume Based Pricing) 4. Rate Card (Time & Materials) Further details on the pricing and associated payment terms can be found in the Authority's tender documentation.

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Competitive flexible procedure description

??The Corporate Officer of the House of Commons and the Corporate Officer of the House of Lords (acting jointly)? invite interested suppliers to submit a request to participate in the tender for a Commercial Off The Shelf (COTS) solution that enables the capture and recording of visitor information onto the Parliamentary estate, termed a Visitor Information System (VIS) internally. This procurement is being conducted in accordance with s.20 Procurement Act 2023 ("PA 2023") using the Competitive Flexible Procedure. The first stage of the procurement is to conduct a shortlist evaluation against a set of mandatory criteria and previous technical experience. Following this evaluation, the top 3 scoring Bidders will be invited to submit a full written tender response, and participate in a scored product demonstration. Further details of the procurement process can be found in the Authority's Invitation to Tender document. In order to assist Bidders in navigating through the tender documentation and understanding the project context, the Authority is holding a virtual supplier event on Thursday 7th August. To register your interest in this event, please navigate to the Authority's eSourcing Portal, and send a message via the Portal with the names and contact details of your attendees. A set of tender documents have been provided to support Bidder's PSQ responses, including the Authority's Conditions of Participation. These can be found in the Authority's eSourcing portal using this URL: <https://atamis-ukparliament.my.site.com/s/Welcome> Tender documents shared at the second stage of the process will only be shared subject to a Non-Disclosure agreement being signed by the shortlisted Bidders.

Contracting authorities

Corporate Officer of the House of Commons

- Public Procurement Organisation Number: PQCD-6982-LPZW

Parliament Square

LONDON

SW1A 0AA

United Kingdom

Email: pcd@parliament.uk

Website: <https://www.parliament.uk/>

Region: UKI32 - Westminster

Organisation type: Public authority - central government

Corporate Officer of the House of Lords

- Public Procurement Organisation Number: PRMR-5585-NTMY

Parliament Square

LONDON

SW1A 0AA

United Kingdom

Email: pcd@parliament.uk

Website: <https://www.parliament.uk/>

Region: UKI32 - Westminster

Organisation type: Public authority - central government

Contact organisation

Contact [Corporate Officer of the House of Commons](#) for any enquiries.