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Tender

Youth Services

The Mayor and Commonalty and Citizens of the City of London

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

Notice identifier: 2025/S 000-050411

Procurement identifier (OCID): ocds-h6vhtk-052bd7 ([view related notices](#))

Published 21 August 2025, 10:06am

Scope

Description

The City of London Corporation is seeking to commission a needs-led, inclusive and flexible youth and play service that reflects the priorities and lived experiences of local children, young people, and families.

The service will support children and young people aged 8–19 (up to 25 for those with SEND or who are care-experienced) through a coordinated mix of universal and targeted provision.

The service must offer safe, welcoming spaces delivered locally and in ways that work for young people. Provision should be age-appropriate, engaging, and co-designed with young people, with an emphasis on supporting personal development, wellbeing, and life skills through meaningful, fun, and relevant activities.

The service will also ensure that young people with additional needs, including those with EHCPs or who are not in education, employment or training (NEET), can access tailored support. Partnership and joined up delivery will be key, including with schools, health services, local community groups, and other City of London commissioned services.

The provider will be expected to work in close collaboration with these stakeholders to reduce duplication, improve coordination, and strengthen early help pathways, aligning

where possible with the City's emerging Family Hub model.

The scope includes delivery across three integrated service areas:

- Universal Youth & Play (UY&P).
- Information, Advice and Guidance (IAG).
- Youth Participation and Voice.

1. Universal Youth and Play (UY&P)

Target Group: Children and young people aged 8–19 (up to 25 with SEND), living in the City of London and adjacent estates.

Delivery Locations: Golden Lane and Portsoken Community Centres, delivered on a drop-in basis.

Service Description: This strand offers open-access, inclusive provision where young people can take part in a variety of structured and informal activities that align with core youth work principles. The aim is to provide inclusive, engaging, and developmental opportunities that help young people achieve their potential.

Aims of the service:

- Provide safe, inclusive spaces for young people's development as per the National Youth Work Curriculum.
- Base delivery on the National Occupational Standards for youth work.
- Offer varied activities promoting youth voice, wellbeing, inclusion, life skills, creative arts, sports, life skills and workshops, etc.
- Ensure fair treatment and accessible, inclusive services for all young people.
- Use diverse approaches to meet young people's varied needs, including universal, targeted, outreach, and digital methods.
- Increase engagement and support young people in exploring their identity and improving their health and wellbeing.

2. Information, Advice and Guidance (IAG)

Target Group: Young people aged 13–19 (up to 25 for those with SEND or additional

needs).

Service Description: The IAG strand provides impartial guidance and personalised support for young people making decisions about education, employment, and training. A particular focus is placed on those with Learning Difficulties/Disabilities (LDD) or other additional needs such as autism or mental health challenges.

Aims of the service:

- Supports young people in accessing apprenticeships, education, and employment.
- Provides tailored assistance, including CV writing, interview preparation, and additional learning support.
- Participates in transition and annual reviews (Year 9–12).
- Contributes to the young person's Education, Health & Care Plan.
- Tracks 16 and 17-year-olds who are not participating in education or training (Zero NEET Target).
- Attends quarterly contract monitoring meetings and provides meaningful data.

3. Youth Participation

Target Group: Children and young people aged 8–25 who live in or are connected to the City of London.

Service Description: Youth Participation is facilitated through a City Youth Forum. The City of London Corporation recognises the significance of residents' input in the development of services.

The Department strives to ensure that the communities it serves are consulted and provided with opportunities to co-produce the services delivered to them.

The CYF is designed to offer these opportunities to young people through creative and innovative methods, enabling meaningful engagement and enhancing participation.

Aims of the service:

- Elect a Youth Parliament Member to represent local and national levels.
- Create opportunities for youth to shape services and be active in their community.

- Develop young people's leadership and campaigning opportunities.
- Support skill development in communication, public speaking, debating, and negotiation.
- Support young people to create issue-focused manifestos and campaign on issues that matter to them.
- Offer different levels of involvement (e.g. Consultant, Forum Member, or Leader).
- Facilitate regular City Youth Forum meetings.

Please see more details in the tender documents.

“Procurement description (UK4_21):

This tendering exercise is being undertaken using the electronic tendering system ‘City of London Corporation Sourcing & Contracts Portal’ (<https://cityoflondon.ukp.app.jaggaer.com/>). Suppliers will need to register an interest on the system in order to participate and registration is free.

The estimated contract value given at sections 31 and 32 is for the full duration of the contract including the maximum possible extensions. The estimated annual contract value is therefore £160,000

Total value (estimated)

- £800,000 excluding VAT
- £960,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 April 2026 to 31 March 2029
- Possible extension to 31 March 2031
- 5 years

Description of possible extension:

Optional 2 years extension

Main procurement category

Services

CPV classifications

- 85311300 - Welfare services for children and young people

Participation

Particular suitability

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

Submission

Enquiry deadline

12 September 2025, 12:00pm

Tender submission deadline

19 September 2025, 12:00pm

Submission address and any special instructions

<https://cityoflondon.ukp.app.jaggaer.com/>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

14 November 2025

Award criteria

Name	Description	Type
Technical Questions	As per the ITT document	Quality
Responsible Procurement	As per the ITT document	Quality
Commercial	As per the ITT document	Cost

Weighting description

As per the ITT document

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Special regime

Light touch

Contracting authority

The Mayor and Commonalty and Citizens of the City of London

- Public Procurement Organisation Number: PYQD-1693-MYXR

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Organisation type: Public authority - sub-central government