This is a published notice on the Find a Tender service: <a href="https://www.find-tender.service.gov.uk/Notice/072033-2025">https://www.find-tender.service.gov.uk/Notice/072033-2025</a>

Tender

# BT350 - WCC CurateOn - Business Support Guides - Running a High Street Business

Westminster City Council

UK4: Tender notice - Procurement Act 2023 - view information about notice types

Notice identifier: 2025/S 000-072033

Procurement identifier (OCID): ocds-h6vhtk-05dccc

Published 7 November 2025, 1:19pm

## Scope

## Description

Westminster City Council CurateOn Platform - Business Support Guides for Running a High Street Business.

The UK government, through the UK Shared Prosperity Fund (UKSPF 2025 - 26), is again making funding available with a specific focus to help kickstart economic growth and promote opportunities in all parts of the UK. Westminster City Council [WCC] is allocating UK Shared Prosperity Funds (UKSPF) for the commissioning of an organisation with specialist retail and business support expertise to provide detailed online business support guidance for businesses.

Westminster City Council is therefore seeking to procure the services of an external retail expert to provide detailed online business support guidance for SME independent businesses.

The support will help ensure businesses are less risky for landlords to consider, giving more confidence and credibility to our platform and its pipeline of potential high street operators who will also have better chance of securing, opening and running a physical retail space on WCC's high streets

#### **Total value (estimated)**

- £25,000 excluding VAT
- £30,000 including VAT

Below the relevant threshold

#### **Contract dates (estimated)**

- 10 December 2025 to 9 June 2026
- 6 months

#### Main procurement category

Services

#### **CPV** classifications

- 66151100 Electronic marketplace retailing services
- 73000000 Research and development services and related consultancy services
- 73200000 Research and development consultancy services
- 72212481 Sales or marketing software development services
- 79000000 Business services: law, marketing, consulting, recruitment, printing and security
- 79411100 Business development consultancy services
- 79410000 Business and management consultancy services

#### **Contract locations**

• UKI - London

# **Participation**

#### Particular suitability

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

#### **Submission**

## **Enquiry deadline**

25 November 2025, 5:00pm

#### **Tender submission deadline**

27 November 2025, 5:00pm

## Submission address and any special instructions

This opportunity and all associated procurement documents will be accessible via our City of Westminster Procurement and Contracts portal ("the Portal"), kindly visit <a href="https://wcc.ukp.app.jaggaer.com">https://wcc.ukp.app.jaggaer.com</a> and search for the following reference: ITT\_30554. If you have any questions, please submit these through the portal.

Our portal is free to register on.

To view details of the Opportunity via the Portal please click the following link: <a href="https://wcc.ukp.app.jaggaer.com/go/84753269019A5E745E83">https://wcc.ukp.app.jaggaer.com/go/84753269019A5E745E83</a>

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- Connect to <a href="https://wcc.ukp.app.jaggaer.com">https://wcc.ukp.app.jaggaer.com</a>
- Enter your Username and Password
- Go to Published Opportunities
- Click on the Project Title to view details

# Tenders may be submitted electronically

Yes

#### **Award criteria**

Quality - 60%

Price - 40%

#### **Procedure**

## **Procedure type**

Below threshold - open competition

# **Contracting authority**

## **Westminster City Council**

• Public Procurement Organisation Number: PJVD-6261-BPPJ

64 Victoria Street

London

SW1E 6QP

**United Kingdom** 

Contact name: The Buying Team

Email: <u>buyingteam@westminster.gov.uk</u>

Website: <a href="https://www.westminster.gov.uk/">https://www.westminster.gov.uk/</a>

Region: UKI32 - Westminster

Organisation type: Public authority - sub-central government