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Tender

BT405 - Process Diagnostic (Westminster 2030 - Fit for the Future)

Westminster City Council

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

Notice identifier: 2025/S 000-080584

Procurement identifier (OCID): ocids-h6vhtk-05f0bb

Published 8 December 2025, 12:40pm

Scope

Description

WCC is undertaking a Process Diagnostic to assess how organisational resources are currently deployed across services. This diagnostic will identify inefficiencies, duplication, fragmentation and opportunities for redesign and digital enablement. It will be delivered through a blended team comprising internal leads from the WCC Transformation Office and Process Diagnostic Lead, alongside external experts who bring proven experience and can mobilise at short notice.

This tender seeks to appoint a delivery partner/supplier who will work collaboratively and co-deliver with WCC to design and implement the diagnostic, generate actionable insights, and support the Council in aligning its resources to strategic priorities and the development of its Target Operating Model (TOM).

Download the tender pack at:

<https://wcc.ukp.app.jaggaer.com/go/90895934019AFDEEE57F>

Total value (estimated)

- £92,000 excluding VAT
- £110,400 including VAT

Below the relevant threshold

Contract dates (estimated)

- 19 January 2026 to 30 March 2026
- Possible extension to 30 April 2026
- 3 months, 13 days

Description of possible extension:

A maximum period of 4 weeks for time only

Main procurement category

Services

CPV classifications

- 79410000 - Business and management consultancy services
 - 79411000 - General management consultancy services
 - 79411100 - Business development consultancy services
 - 79415200 - Design consultancy services
 - 79419000 - Evaluation consultancy services
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Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

19 December 2025, 10:00am

Tender submission deadline

5 January 2026, 12:00pm

Submission address and any special instructions

<https://wcc.ukp.app.jaggaer.com/go/90895934019AFDEEE57F>

Tenders may be submitted electronically

Yes

Award criteria

Relevant experience and track record - 20%

Methodology and approach - 10%

Team capability and capacity - 10%

Delivering diagnostics for savings - 15%

Ongoing tailoring - 10%

Social Value and Responsible Procurement - 5%

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

Email: buyingteam@westminster.gov.uk

Website: <https://www.westminster.gov.uk/>

Region: UKI32 - Westminster

Organisation type: Public authority - sub-central government