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Tender

Temporary Event Workers for British Embassy Brussels

Foreign, Commonwealth and Development Office

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

Notice identifier: 2026/S 000-002275

Procurement identifier (OCID): ocds-h6vhtk-0603b4

Published 12 January 2026, 1:30pm

Scope

Description

Provision of event staff services, which shall be ordered as needed and shall include qualified chefs and kitchen assistants, waiters, cloakroom attendants, housekeepers, dishwashers and others (per demand for the event).

Total value (estimated)

- £135,000 excluding VAT
- £163,350 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 July 2026 to 30 June 2028

- Possible extension to 30 June 2030
- 4 years

Description of possible extension:

The contract may be extended if BE Brussels is satisfied with the services and still need them to be provided.

Main procurement category

Services

CPV classifications

- 79952000 - Event services

Submission

Enquiry deadline

23 January 2026, 11:59pm

Tender submission deadline

8 February 2026, 11:59pm

Submission address and any special instructions

<https://fcdo.bravosolution.co.uk/>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

15 April 2026

Recurring procurement

Publication date of next tender notice (estimated): 1 January 2030

Award criteria

Name	Type	Weighting
PRICING & COMMERCIAL	Price	30%
CONTRACT MANAGEMENT,	Quality	20%
QUALITY ASSURANCE & CUSTOMER SUPPORT		
RESOURCES	Quality	10%
ADAPTING TO DEMANDS	Quality	10%
TRAINING	Quality	10%
RISK MANAGEMENT	Quality	10%
SOCIAL VALUE CRITERIA	Quality	10%

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Justification for not publishing a preliminary market engagement notice

Not mandatory for such value.

Contracting authority

Foreign, Commonwealth and Development Office

- Public Procurement Organisation Number: PXRR-8771-PHVX

King Charles Street

London

SW1A 2AH

United Kingdom

Email: commercial.smi@fcdo.gov.uk

Website:

<https://www.gov.uk/government/organisations/foreign-commonwealth-development-office>

Region: UKI32 - Westminster

Organisation type: Public authority - central government