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Tender

ID 6025438 - PSNI - Corporate Events Management Service

Police Service of Northern Ireland (PSNI)

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

Notice identifier: 2026/S 000-006387

Procurement identifier (OCID): ocds-h6vhtk-060dd3

Published 23 January 2026, 5:40pm

Scope

Reference

ID 6025438

Description

The Police Service of Northern Ireland (PSNI) requires a Supplier to provide Event Management Services. PSNI hosts a number of events - sometimes annual events. For example, Highly Commended Awards, and others on an ad hoc basis - at various locations across Northern Ireland, at venues within and outside the Police estate. Previously events have been held at Newforge Country Club, Police College, Garnerville, Riddell Hall, Belfast and sometimes hotels and conference facilities across Northern Ireland.

Total value (estimated)

- £562,000 excluding VAT

- £674,400 including VAT

Above the relevant threshold

Contract dates (estimated)

- 11 May 2026 to 10 May 2031
- 5 years

Main procurement category

Services

CPV classifications

- 79952000 - Event services
- 79950000 - Exhibition, fair and congress organisation services
- 79951000 - Seminar organisation services
- 79956000 - Fair and exhibition organisation services

Contract locations

- UKN0 - Northern Ireland

Participation

Technical ability conditions of participation

As per Tender documentation.

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

10 February 2026, 3:00pm

Tender submission deadline

20 February 2026, 3:00pm

Electronic auction will be used

Yes

Submission address and any special instructions

Tenders must be submitted electronically via the relevant Call for Tender (CfT) opportunity on eTendersNI, website details immediately below.

Paper submissions will not be accepted or considered and will be rejected by the Contracting Authority / Buyer.

The tender documents are available with unrestricted and full direct access, free of charge, at: URL <https://etendersni.gov.uk/epps>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

27 April 2026

Award criteria

Name	Description	Type
AC1 Methodology and Resource Management	Weighting 24.05%. As per tender documentation.	Quality
AC2 Contract Manager Experience	Weighting 16.25%. As per tender documentation.	Quality
AC3 Contract Management	Weighting 9.1%. As per tender documentation.	Quality
AC4 Contingency Plans to Maintain Continuity of Service	Weighting 5.2%. As per tender documentation.	Quality
AC5 Social Value	Weighting 10.4%. As per tender documentation.	Quality
AC6 Price - Scenario One	Weighting 21%. As per tender documentation.	Price
AC7 Price - Scenario Two	Weighting 14%. As per tender documentation.	Price

Weighting description

65% qualitative and 35% quantitative.

Other information

Payment terms

The estimated value figure indicated in the Scope Section represents an overall estimated contract value. This value reflects the potential scale of the contract and takes into account potential optional extension periods and the uptake of potential optional services as detailed in the tender documents. This figure does not however take into account the application of indexation or increases to charges due to increases in the Real Living Wage. Neither CPD nor the contracting Authority can provide any guarantee as to the level of business under this contract. The Contracting Authority does not bind itself to accept the lowest or any tender. Suppliers remain responsible for all costs and expenses incurred by them or by any third party acting under instructions from the Supplier in connection with taking part in this procurement process regardless of whether such costs arise as a consequence, directly or indirectly of any amendments made to the procurement documents by the Contracting Authority at any time. No legally binding contract shall arise (and a Supplier shall have no legitimate expectation that a contract will be entered into) until such time as entry into the Contract has been confirmed by the Contracting Authority

Description of risks to contract performance

If at any time during the procurement, or post award, it comes to the attention of the Contracting Authority (CA) or CPD, by whatever means, that a Supplier has become 'excluded' or 'excludable' as per Sec 57 of the PA 2023, the CA, after compliance with its obligations under the PA 23, reserves the right to exclude said Supplier from the procurement procedure or terminate any contract they have been awarded.

Insert appropriate reservations of rights and disclaimers of liability here consider - e.g.

The Contracting Authority expressly reserves the rights:

(I). not to award any contract as a result of the procurement process commenced by publication of this notice;

(II). to make whatever changes it may see fit to the content and structure of the tendering Competition;

(III). to award (a) contract(s) in respect of any part(s) of the [services] covered by this notice; and

(IV). to award contract(s) in stages.

and in no circumstances will the Authority be liable for any costs incurred by candidates.

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Special regime

Light touch

Contracting authority

Police Service of Northern Ireland (PSNI)

- Public Procurement Organisation Number: PJGZ-5912-BTWQ

65 Knock Rd

Belfast

BT5 6LD

United Kingdom

Email: Justice.CPD@finance-ni.gov.uk

Website: <https://www.psni.police.uk/>

Region: UKN06 - Belfast

Organisation type: Public authority - central government

Devolved regulations that apply: Northern Ireland

Other organisation

These organisations are carrying out the procurement, or part of it, on behalf of the contracting authorities.

CPD - Supplies & Service Division

Summary of their role in this procurement: Construction and Procurement Delivery - Supplies and Services Division, is a Centre of Procurement Expertise and provides a

central procurement function for central government in Northern Ireland.

- Public Procurement Organisation Number: PVWG-8426-YW XV

303 Airport Road West

Belfast

BT3 9ED

United Kingdom

Email: Justice.CPD@finance-ni.gov.uk

Website: <https://www.finance-ni.gov.uk/topics/procurement>

Region: UKN06 - Belfast

Contact organisation

Contact [CPD - Supplies & Service Division](#) for any enquiries.