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Award

Payroll Services for the British Embassy Warsaw

Foreign, Commonwealth and Development Office

UK6: Contract award notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2026/S 000-008777

Procurement identifier (OCID): ocds-h6vhtk-05df3e ([view related notices](#))

Published 2 February 2026, 9:56am

Scope

Description

The purpose of the Tender is to identify a single service provider to provide overall HR and payroll services in line with the local labour law in Poland.

Contract 1

Supplier

- MERICON KUBIAK DURAJ SPÓŁKA JAWNA

Contract value

- £100,653.53 excluding VAT
- £123,803.84 including VAT

Above the relevant threshold

Award decision date

2 February 2026

Date assessment summaries were sent to tenderers

2 February 2026

Standstill period

- End: 11 February 2026
- 8 working days

Earliest date the contract will be signed

2 March 2026

Contract dates (estimated)

- 1 June 2026 to 31 May 2028
- Possible extension to 31 May 2031
- 5 years

Description of possible extension:

The contract will be extended if the Authority is satisfied with the services provided.

Main procurement category

Services

CPV classifications

- 79211110 - Payroll management services

Information about tenders

- 8 tenders received
- 8 tenders assessed in the final stage:
 - 8 submitted by small and medium-sized enterprises (SME)
 - 0 submitted by voluntary, community and social enterprises (VCSE)
- 1 supplier awarded contracts
- 7 suppliers unsuccessful (details included for contracts over £5 million)

Procedure

Procedure type

Open procedure

Supplier

MERICON KUBIAK DURAJ SPÓŁKA JAWNA

- Public Procurement Organisation Number: PDZC-7732-WVRD

ul. Transportowców 11

Warszawa

02-858

Poland

Email: a.kubiak@mericon.pl

Small or medium-sized enterprise (SME): No

Voluntary, community or social enterprise (VCSE): No

Supported employment provider: No

Public service mutual: No

Contract 1

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