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Tender

## **Hired Driver Services for the British Embassy Brussels**

Foreign Commonwealth and Development Office

F02: Contract notice

Notice identifier: 2022/S 000-009717

Procurement identifier (OCID): ocds-h6vhtk-032c92

Published 12 April 2022, 12:04pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Foreign Commonwealth and Development Office

King Charles Street

London

SW1A 2AH

#### **Email**

[Giedre.Vilcinskaite@fco.gov.uk](mailto:Giedre.Vilcinskaite@fco.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

#### **Internet address(es)**

Main address

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

### **I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

Tenders or requests to participate must be submitted to the above-mentioned address

### **I.4) Type of the contracting authority**

Ministry or any other national or federal authority

### **I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Hired Driver Services for the British Embassy Brussels

#### **II.1.2) Main CPV code**

- 60171000 - Hire of passenger cars with driver

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

British Embassy Brussels is looking to retender the Hired Drivers services and the scope is the following: drivers and transport services for its senior staff and frequent Ministerial and VIP visitors.

3-year contract with option to extend for 2 (1+1) additional years.

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.3) Place of performance**

NUTS codes

- BE - Belgium

#### **II.2.4) Description of the procurement**

The contractor will be required to provide a fixed team of reliable and appropriately trained drivers, which the Embassy will manage to drive Embassy's vehicle fleet (including Armoured vehicles) for the day-to-day transport needs throughout Belgium, Luxembourg, France and the Netherlands. Additional chauffeurs should be able to be brought in to drive Embassy vehicles when needed and at relatively short notice. In addition, the contractor will be required to provide chauffeur-driven vehicles for any extra transport requirements and big events (including luxury minivans & buses). Additional hours of work, including evening, weekend and public holidays or requirements over and above normally stated

business hours, will need to be managed as part of this contract.

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Start date

1 November 2022

End date

31 October 2025

This contract is subject to renewal

No

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

19 May 2022

Local time

4:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.7) Conditions for opening of tenders**

Date

19 May 2022

Local time

4:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Courts of England and Wales

London

Country

United Kingdom