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Tender

Provision of Bulk Fuel Supply Services at the British High Commission Lilongwe

Foreign, Commonwealth and Development Office

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

Notice identifier: 2025/S 000-009782

Procurement identifier (OCID): ocds-h6vhtk-04ee30

Published 18 March 2025, 7:50am

Scope

Reference

CPG121762025

Description

Provision of Bulk Fuel Supply Services at the British High Commission Lilongwe for a period of 1+1+1 years.

Total value (estimated)

- £98,000 excluding VAT

- £98,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 May 2025 to 30 April 2026
- Possible extension to 1 May 2026
- 1 year, 1 day

Description of possible extension:

The contract will be extended for 1+1 years based on supplier's performance.

Main procurement category

Services

CPV classifications

- 63712600 - Vehicle refuelling services

Contract locations

- MW - Malawi
-

Submission

Enquiry deadline

2 April 2025, 4:00pm

Tender submission deadline

3 April 2025, 2:00pm

Submission address and any special instructions

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

Tenders may be submitted electronically

Yes

Award criteria

Name	Description	Type	Order of importance
METHODOLOGY	1. Explain in detail, your approach and methodology to meeting all the services, including working methods on delivering Bulk diesel 50. Include your detailed sub-contract plan (sub-contracting may only be undertaken with the prior agreement of the Authority). 2. Please describe your approach and methodology for on-call delivery service or small works assignment that would come as part of this assignment. How much notice period required for on-call delivery service, emergency diesel supply and how will you ensure the quality of services provided	Quality	1

Name	Description	Type	Order of importance
RESOURCES	Give details of the resources you propose to use to service the Contract, including the number of staff you expect to use for providing the service. Where a sub-contracting approach is proposed, all information requested should be given in respect of the sub-contractor such as company/or organisation name, the composition of the supply chain, indicating which member of the supply chain will be responsible for the elements of the requirement noting that ultimate responsibility will always rest with the Prime Contractor	Quality	2

Name	Description	Type	Order of importance
QUALITY MANAGEMENT	1. Provide proposals for monitoring and reporting of KPIs as detailed in Section 4: Statement of Service Requirements and KPIs 2. Describe your customer liaison arrangement including procedures for dealing with complaints or problems, and escalation procedures, matrix and contact details	Quality	3

Name	Description	Type	Order of importance
COMPLIANCE	<p>Please describe your Quality system for continuous monitoring and reporting on the quality of service delivered. Include details of Quality Assurance procedures and Health & Safety standards. Please provide evidence of any international quality standards achieved or being sought e.g. ISO9000. Set out your plan for the training of staff to be employed on the Contract to enable them to perform the requirements as per Section 4: Statement of Service Requirements e.g. pre-deployment/Country specific training and continuous improvement training</p>	Quality	4

Procedure

Procedure type

Below threshold - open competition

Contracting authority

Foreign, Commonwealth and Development Office

- Public Procurement Organisation Number: PXRR-8771-PHVX

Kings Charles Street

London

SW1A 2AH

South Africa

Contact name: Fulufhelo Ratshionya

Email: supplierengagement@fcdo.gov.uk

Website:

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

Organisation type: Public authority - central government