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Planning

## Employee Relocations Services

Ministry of Defence

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-011207

Procurement identifier (OCID): ocds-h6vhtk-04f82c

Published 25 March 2025, 4:15pm

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### Scope

### Reference

714222456

### Description

The Ministry of Defence (MoD) has contracted for specialists in relocation services to support MoD civilians eligible for transfer allowances since 1992 and would like to notify the market of a potential upcoming procurement for its future relocation services. Prior to launching a procurement, the MoD is keen to engage and understand the current capability and capacity of the market relating to end to end employee relocation services through an initial request for information followed by a more formal market engagement process as detailed in the engagement process description. This engagement will inform a procurement, the details of which are still to be determined.

MoD civilian employee relocation provision is the supporting services offered through a

specialised relocation company contract. The current requirements encompass two schemes; a Relocation Introductory Scheme (RIS) and a Relocation Company Scheme (RCS) which provide services to the MoD and to staff authorised by the MoD to participate in such Schemes. The requirements cover services for moves of home (e.g. Home Sale, legal services, removals, estate agents, marketing of properties, partner career support etc.) and temporary transfers (provision of introductory rental services).

The current contract expires at the end of November 2026.

The services currently offer a Guaranteed Sale Price for the old home, protection against market losses, and help with buying the new home. The relocation contract also offered support with ancillary services such as valuers, solicitors, removals, estate agents, surveyors, and partner career assistance.

The current contract is open to Other Government Departments (OGDs) and Agencies (40+ have access to the contract). For OGDs and/or Agencies there is a bespoke contract annex which provides for any variances in the requirement and pricing specific to that OGD or Agency.

The MoD is the main user and party to the contract, and it will be MoD Commercial who will contract for future relocation services in line with the MoD relocation policy.

For the avoidance of doubt, this notice is not a call for competition. Any comments, indications of interest, participation, or non-participation by any organisation at this stage will not influence the process, selection and/or award decision for any future potential procurement, nor will it be taken as a supplier's committed position. Non-participation will not exclude you from any possible future competition for this requirement.

### **Total value (estimated)**

- £0 excluding VAT
- £0 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 1 December 2026 to 30 November 2029

- Possible extension to 30 November 2030
- 4 years

## **Main procurement category**

Services

## **CPV classifications**

- 79613000 - Employee relocation services

## **Contract locations**

- UK - United Kingdom

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## **Engagement**

### **Engagement deadline**

9 May 2025

### **Engagement process description**

Initially we are asking you to complete a Request for Information (RFI) attached to this notice and submit it by 17:00 on 30th April 2025. The authority will review responses and where requested we will invite any interested parties to a 1:1 meeting to discuss the themes in more detail. This is to allow us to design our procurement event more thoroughly taking into account industry requirements.

MoD have a Defence Sourcing Portal (DSP) which acts as a one stop shop for contract

opportunities, tendering and information on doing business with MoD. Suppliers must be registered on DSP to participate in sourcing events.

Please see the link below for instructions on how to register on DSP.

<https://contracts.mod.uk/esop/ogc-host/public/mod/web/user-guide.html>

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## Participation

### Particular suitability

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

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## Submission

### Publication date of tender notice (estimated)

1 December 2025

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## Contracting authority

### Ministry of Defence

- Public Procurement Organisation Number: PHVX-4316-ZVGZ

Ministry of Defence

Glasgow

G2 8EX

United Kingdom

Contact name: Anita Clark

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Website: <https://www.gov.uk/government/organisations/ministry-of-defence>

Region: UKM82 - Glasgow City

Organisation type: Public authority - central government