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Planning

Photo Booths in HM Passport Offices

Home Office

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

Notice identifier: 2025/S 000-028885

Procurement identifier (OCID): ocds-h6vhtk-0529fd

Published 30 May 2025, 3:42pm

Scope

Description

Description

The Home Office is considering future service delivery options for photographic booths located at seven Area Processing Centres operated by HMPO. The service is currently delivered under a concession model where the supplier installs, operates, and maintains photo booths that provide customers with compliant passport photographs.

This market engagement aims to assess supplier interest, capability, and any barriers to entry to inform the potential procurement strategy.

Potential Requirements

The potential service requirements are:

- Supply and install photographic booths across HMPO service centres.
- Operate and maintain the booths on a 24/7 basis, including hardware, software, and

customer interface.

- Ensure compliance with Home Office passport photograph requirements and biometric standards.
- Deliver services under a concession model, where revenue is generated from customer use and a commission is returned to HMPO.
- Integrate with existing HMPO digital systems where applicable.
- Provide performance reporting and maintain uptime/service standards.

Total value (estimated)

- £300,000 excluding VAT
- £360,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 9 October 2025 to 9 October 2027
- Possible extension to 8 October 2028
- 3 years

Main procurement category

Services

CPV classifications

- 38650000 - Photographic equipment
- 79961000 - Photographic services
- 79961300 - Specialised photography services
- 22315000 - Photographs

Contract locations

- UK - United Kingdom

Engagement

Engagement deadline

13 June 2025

Engagement process description

Suppliers are required to express interest by 16:00 on 13/06/2025

This market engagement exercise seeks to:

- Understand the level of supplier interest in delivering a concession-based photographic booth service at HM Passport Office (HMPO) locations.
- Assess supplier capabilities, delivery models, and commercial approaches.

How to Express Interest

Suppliers wishing to participate in this engagement must:

1. Email an Expression of Interest (Eol) to Photoboosts-Interest@homeoffice.gov.uk with the subject line:

"HMPO Photo Booths - Expression of Interest"

2. Include the following in the email:

- Organisation name
- Contact name
- Email address
- Telephone number
- DUNS Number

Please note: Suppliers are required to have a valid DUNS number (as provided by Dun & Bradstreet). If the procurement progresses to a formal tender, suppliers may also be asked to register on the Home Office eSourcing Portal (Jaggaer).

After Expression of Interest (Eol)

- Suppliers who submit an Eol will be contacted with further details of the engagement process.
- This may include a Request for Information (RFI), supplier questionnaire, or one-to-one discussions.
- Suppliers will be asked to sign a Non-Disclosure Agreement (NDA) before accessing further documentation.

Please note: The end of the Eol period does not mark the end of market engagement. Further dialogue may continue with interested suppliers to refine requirements and inform the procurement strategy.

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Publication date of tender notice (estimated)

25 July 2025

Procedure

Special regime

Concession

Contracting authority

Home Office

- Public Procurement Organisation Number: PWGC-6513-PQLZ

2 Marsham Street

London

SW1P 4DF

United Kingdom

Contact name: HMPO Photo Booths

Email: Photoboosths-Interest@homeoffice.gov.uk

Website: <https://www.gov.uk/government/organisations/home-office>

Region: UKI32 - Westminster

Organisation type: Public authority - central government