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Tender

Managed Ground Transport Services for Major Events and Diplomatic Services

Foreign Commonwealth and Development Office

F02: Contract notice

Notice identifier: 2024/S 000-030084

Procurement identifier (OCID): ocds-h6vhtk-049c6a

Published 19 September 2024, 9:50pm

Section I: Contracting authority

I.1) Name and addresses

Foreign Commonwealth and Development Office

King Charles Street

London

SW1A 2AH

Email

Commercial.Corporate@fcdo.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

www.gov.uk/fcdo

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://fcdo.bravosolution.co.uk/web/login.html>

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/web/login.html>

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

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Managed Ground Transport Services for Major Events and Diplomatic Services

II.1.2) Main CPV code

- 60170000 - Hire of passenger transport vehicles with driver

II.1.3) Type of contract

Services

II.1.4) Short description

The FCDO's Protocol Directorate provides a comprehensive event management service organising meetings, conferences, summits and events throughout the UK, be it a meeting for 20, a reception for 200, or an International Summit for 2,000+. The service includes finding the right venue from Lancaster House to conference centres and hotels throughout the UK. The Team offer a full delegate management package and also take care of all the event arrangements. Services include arranging the venue, catering, transport, media facilities, ICT, audio-visual and printing. Throughout the event the Team provides a complete on-site event management service.

The requirement is to ensure the events run smoothly and professionally, the Authority requires the services of a managed ground transport services Supplier to support in the successful delivery of Government events. The Supplier should be experienced in facilitating the movement of VIPs and their delegations for high profile events. The Supplier will be required to participate in the planning, resourcing and operation of a fully functioning, detailed ground transport plan in order to achieve the objectives and requirements set out.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

His Majesty's Government will frequently host major events in the United Kingdom which international Heads of State or Government are invited to attend. The FCDO's Protocol Directorate, Events Team is responsible for arranging all logistics in relation to such events and require a trusted managed ground transport service contractor to assist with the movement of VIPs, staff, media and other guests invited to attend. The number of major events is unknown but based on previously years we anticipate 2-3 events per year.

The FCDO's Protocol Directorate, Visits Team has a requirement for a high quality VIP

Chauffeur Services for Official Visitors/Diplomats to the United Kingdom. The requirement will primarily originate within the London (M25) area, however may include visits and meetings around UK regions. The types of visits are described at Section 4.2 to 4.5 of this statement of requirements. The Service required includes the booking / reservation of individual requirements and the provision of both vehicles and SC cleared drivers.

II.2.5) Award criteria

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

II.2.6) Estimated value

Value excluding VAT: £25,200,000

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

Start date

3 March 2025

This contract is subject to renewal

Yes

Description of renewals

Re-procurement

II.2.10) Information about variants

Variants will be accepted: Yes

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

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: Yes

IV.2) Administrative information

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

Date

28 October 2024

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

English

IV.2.7) Conditions for opening of tenders

Date

28 October 2024

Local time

1:00pm

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

Foreign Commonwealth and Development Office

King Charles Street

London

SW1A 2AH

Country

United Kingdom