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Not applicable

## **Managed Ground Transport Services for Major Events and Diplomatic Services**

Foreign Commonwealth and Development Office

F14: Notice for changes or additional information

Notice identifier: 2024/S 000-034758

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

Published 25 October 2024, 5:35pm

### **Section I: Contracting authority/entity**

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

Foreign Commonwealth and Development Office

King Charles Street

London

SW1A 2AH

#### **Email**

[Commercial.Corporate@fcdo.gov.uk](mailto:Commercial.Corporate@fcdo.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Internet address(es)**

Main address

[www.gov.uk/fcdo](http://www.gov.uk/fcdo)

Buyer's address

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

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## 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

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## Section VI. Complementary information

### VI.6) Original notice reference

Notice number: [2024/S 000-030084](#)

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## **Section VII. Changes**

### **VII.1) Information to be changed or added**

### **VII.2) Other additional information**

The original notice is now being amended to include further details on how to access the ITT documentation, the new ITT reference is 6741.

If you have used the previous ITT-6650, this is no longer active. The new deadline for responses for the new ITT-XXXX is 25th November 2024 @ 13:00

#### **IMPORTANT INFORMATION FOR ALL POTENTIAL SUPPLIERS**

In order to participate and gain access to all documentation in relation to this procurement, potential suppliers should access the FCDO's e-procurement portal, JAGGAER ONE, available here - <https://fcdo.bravosolution.co.uk/web/login.html> (copy and paste into your browser)

Once logged in, search for Project 10696 and / or ITT\_6741 .

If a potential supplier is not registered on the portal, click the link above to be taken to the home page, click the "Click here to register!" button, and follow the on-screen instructions to complete registration. Registration takes approximately 5 minutes and is free of charge. TWO-FACTOR AUTHENTICATION (2FA) Potential suppliers should note that two-factor authentication will be required to access the FCDO's e-procurement portal, JAGGAER ONE, which requires Google Authenticator to be downloaded onto a mobile device. For more information in relation to two-factor authentication, a guide can be accessed by clicking the link on the home page of the FCDO's e-procurement portal, JAGGAER ONE