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Tender

## **Travel Management Company Services - Egypt**

British Council

F02: Contract notice

Notice identifier: 2024/S 000-040341

Procurement identifier (OCID): ocds-h6vhtk-04c822

Published 13 December 2024, 4:52pm

### **Section I: Contracting authority**

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

British Council

London

#### **Email**

[menaprocurement@britishcouncil.org](mailto:menaprocurement@britishcouncil.org)

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

#### **Charity Commission (England and Wales)**

209131

#### **Internet address(es)**

Main address

<https://tap.tcsapps.com/tap2/#/bc-supplier-registration>

Buyer's address

<https://tap.tcsapps.com/tap2/#/bc-supplier-registration>

### **I.3) Communication**

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

<https://tap.tcsapps.com/sourcing/Supplier/Login>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://tap.tcsapps.com/sourcing/Supplier/Login>

### **I.4) Type of the contracting authority**

Body governed by public law

### **I.5) Main activity**

Other activity

Registered Charity

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Travel Management Company Services - Egypt

Reference number

ITT1021352

#### **II.1.2) Main CPV code**

- 79997000 - Business travel services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

The British Council Egypt is seeking to sign a Framework Agreement with a government registered and reputed Travel Management Company located and operating in Egypt to oversee and service our business travel requirements. The travel provider will be required to provide travel services to the British Council Egypt offices to support the activities for all departments, employees and visitors.

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.3) Place of performance**

NUTS codes

- EG - Egypt

#### **II.2.4) Description of the procurement**

The British Council Egypt is seeking to sign a Framework Agreement with a government registered and reputed Travel Management Company located and operating in Egypt to oversee and service our business travel requirements. The travel provider will be required to provide travel services to the British Council Egypt offices to support the activities for all

departments, employees and visitors.

#### **II.2.5) Award criteria**

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

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

option for an extension of up to two additional years

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **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

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### **Section III. Legal, economic, financial and technical information**

#### **III.2) Conditions related to the contract**

##### **III.2.1) Information about a particular profession**

Execution of the service is reserved to a particular profession

## **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: No

### **IV.2) Administrative information**

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

Date

30 January 2025

Local time

1:00pm

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

English

#### **IV.2.7) Conditions for opening of tenders**

Date

30 January 2025

Local time

2:00pm

Place

Remote opening

## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

The High Court Royal Courts of Justice

London

Country

United Kingdom