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Tender

Venue services, accommodation and travel agents Framework for British Council Bosnia and Herzegovina

British Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-062161

Procurement identifier (OCID): ocds-h6vhtk-05a7f2

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Scope

Reference

RFP1028267

Description

The British Council would like to request suppliers to submit applications for British Council's framework for venue services, accommodation and travel agents in Bosnia and Herzegovina. The framework will be active from November 2025 to October 2027 with the option of two further one year extensions.

Total value (estimated)

- £118,000 excluding VAT
- £137,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 11 November 2025 to 10 November 2027
- Possible extension to 10 November 2029
- 4 years

Description of possible extension:

2x 12months optional extension

Main procurement category

Services

Not the same for all lots

CPV classifications are shown in Lot sections, because they are not the same for all lots.

Lot 1. Venue services and accommodation

Description

This lot is to provide venue services for events including but not limited to, internal meetings, training sessions, workshops, and larger scale conferences and can be either face to face, virtual or digital, as well as accommodation services for hosting the guests

Lot value (estimated)

- £52,000 excluding VAT
- £60,000 including VAT

CPV classifications

- 55000000 - Hotel, restaurant and retail trade services

Same for all lots

Contract dates are shown in the Scope section, because they are the same for all lots.

Lot 2. Travel agents

Description

This lot is to provide all aspects of travel services for both international and domestic travel in Bosnia and Herzegovina

Lot value (estimated)

- £66,000 excluding VAT
- £77,000 including VAT

CPV classifications

- 63500000 - Travel agency, tour operator and tourist assistance services
- 63510000 - Travel agency and similar services
- 63516000 - Travel management services

Same for all lots

Contract dates are shown in the Scope section, because they are the same for all lots.

Submission

Enquiry deadline

15 October 2025, 12:59am

Tender submission deadline

28 October 2025, 11:59pm

Submission address and any special instructions

<https://tap.tcsapps.com/tap2/#/bc-supplier-registration>. Please register an account and the documents will be available once registered. All questions and submission are completed using the same portal.

Tenders may be submitted electronically

Yes

Award criteria

Quality 30%, Methodology and Approach 30%, Commercial 40%

Procedure

Procedure type

Below threshold - open competition

Documents

Technical specifications to be met

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

Associated tender documents

Contracting authority

British Council

- Public Procurement Organisation Number: PHTN-1551-GCQH

1 Redman Place

London

E20 1JQ

United Kingdom

Contact name: Wai Shan Kwan

Email: WaiShan.Kwan@britishcouncil.org

Website: <http://www.britishcouncil.org>

Region: UKI41 - Hackney and Newham

Organisation type: Public authority - sub-central government