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Contract

BT334 - Event production for Trafalgar Square (Christmas tree lighting ceremony)

Westminster City Council

UK7: Contract details notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-063730

Procurement identifier (OCID): ocds-h6vhtk-05ab9f

Published 9 October 2025, 1:36pm

Scope

Description

Westminster City Council is seeking to procure the services of an outdoor event production company to plan, manage and deliver the Trafalgar Square Christmas tree lighting ceremony.

Contract 1

Supplier

- Underbelly

Contract value

- £117,600 including VAT

Below the relevant threshold

Date signed

8 October 2025

Contract dates

- 10 October 2025 to 15 January 2029
- 3 years, 3 months, 6 days

Main procurement category

Services

CPV classifications

- 79952000 - Event services

Procedure

Procedure type

Below threshold - limited competition

Supplier

Underbelly

4th Floor, 36-38 Hatton Garden

London

EC1N 8EB

United Kingdom

Email: buyingteam@westminster.gov.uk

Region: UKI31 - Camden and City of London

Small or medium-sized enterprise (SME): Yes

Voluntary, community or social enterprise (VCSE): No

Contract 1

Contracting authority

Westminster City Council

- Public Procurement Organisation Number: PJVD-6261-BPPJ

64 Victoria Street

London

SW1E 6QP

United Kingdom

Email: buyingteam@westminster.gov.uk

Website: <https://www.westminster.gov.uk/>

Region: UKI32 - Westminster

Organisation type: Public authority - sub-central government