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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.

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### **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

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## **Procedure**

### **Procedure type**

Below threshold - limited competition

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## Supplier

### Underbelly

4th Floor, 36-38 Hatton Garden

London

EC1N 8EB

United Kingdom

Email: [buyingteam@westminster.gov.uk](mailto: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

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## 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](mailto:buyingteam@westminster.gov.uk)

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

Region: UKI32 - Westminster

Organisation type: Public authority - sub-central government