

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/066189-2025>

Planning

## Defra Group General Courier Service

DEPARTMENT OF ENVIRONMENT, FOOD AND RURAL AFFAIRS

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-066189

Procurement identifier (OCID): ocds-h6vhtk-05ce93

Published 17 October 2025, 10:48am

### Scope

### Reference

P-35810

### Description

The Department for Environment Food and Rural Affairs (Defra Group also known as Buyer) requires a day-to-day courier service for its staff across the United Kingdom and internationally to ensure continuity of service in the works that we do.

Supplier shall be required to collect and deliver consignments from a variety of premises. These will predominantly consist of offices and laboratories, though other premises may be required to be attended on behalf of Buyer. Consignments are on average between 100g and 25kg in weight. No estimates or volumes can be guaranteed.

### Total value (estimated)

- £1,750,000 excluding VAT
- £2,100,000 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 1 April 2026 to 31 March 2028
- Possible extension to 31 March 2031
- 5 years

### **Main procurement category**

Services

### **CPV classifications**

- 64120000 - Courier services
- 64100000 - Post and courier services
- 64121200 - Parcel delivery services
- 64121000 - Multi-modal courier services
- 60411000 - Scheduled airmail transport services
- 60000000 - Transport services (excl. Waste transport)
- 64110000 - Postal services
- 60400000 - Air transport services
- 64113000 - Postal services related to parcels
- 64121100 - Mail delivery services

- 60421000 - Non-scheduled airmail transport services
- 60161000 - Parcel transport services

## Contract locations

- UK - United Kingdom

---

## Engagement

### Engagement deadline

30 October 2025

### Engagement process description

Defra Group Commercial intends to publish a tender opportunity for the provision of Defra Group General Courier Service, tentatively scheduled for late November 2025.

The successful supplier(s) will be required to collect and deliver consignments from a range of premises, primarily offices and laboratories, though other locations may also be included. Consignments will typically range between 100g and 25kg in weight, however, no specific volumes or frequencies can be guaranteed. The service is required to support day-to-day courier operations for staff across the United Kingdom and internationally, ensuring continuity of service for Defra Group's work. Supplier(s) will also be required to provide an eMarketplace punch-out service as part of the contract.

We are considering holding a virtual supplier engagement event, provisionally scheduled for 30th October 2025, to be hosted via Microsoft Teams. This session will include an overview of our requirements, followed by a Q&A session to allow suppliers to provide feedback and raise questions.

If your organisation is interested in this upcoming opportunity, please register your interest by emailing [angelica.ho@defra.gov.uk](mailto:angelica.ho@defra.gov.uk). In your response, kindly confirm the following:

- 1) Whether your organisation intends to submit a tender.
- 2) Whether you would like to attend the supplier engagement event, if so, please provide the names and email addresses of the proposed attendees.

We would appreciate receiving all expressions of interest by 12pm on 28th October 2025.

Thank you for your time and interest. We look forward to hearing from you.

---

## **Participation**

### **Particular suitability**

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

---

## **Submission**

### **Publication date of tender notice (estimated)**

24 November 2025

---

## **Contracting authority**

**DEPARTMENT OF ENVIRONMENT, FOOD AND RURAL AFFAIRS**

- Public Procurement Organisation Number: PNBD-3289-CDGX

Seacole Building, 2 Marsham Street

London

SW1P 4DF

United Kingdom

Email: [network.procurement@defra.gov.uk](mailto:network.procurement@defra.gov.uk)

Website: <https://defra-family.force.com/s>Welcome>

Region: UKI32 - Westminster

Organisation type: Public authority - central government