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Tender

Co-ordination of Holiday Activities and Food Programme Across London Borough of Hammersmith and Fulham

London Borough of Hammersmith and Fuham (LBHF)

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

Notice identifier: 2025/S 000-067004

Procurement identifier (OCID): ocds-h6vhtk-059f69 ([view related notices](#))

Published 21 October 2025, 10:51am

Scope

Description

The government has announced funding of the Holiday Activity and Food (HAF) programme for the next three financial years 2026/7. This covers holiday provision during Easter, Summer and Christmas holidays.

We are looking for an organisation to act as the coordinator of Holiday Activities and Food programme in the borough. The coordinator is expected to manage and run a grant award process to establish suitable holiday provision and incorporating other provision delivered by the council or partners as well as any other funding opportunities to create a complete holiday offer for school aged children across all school holidays.

Contract funding will be in two parts:

Element 1 - for administrative costs related to coordination

Element 2 - For delivery of provision of face to face holiday provision including grants to local organisations for delivery, events, equipment, venues and external marketing costs.

Total value (estimated)

- £2,710,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 2 March 2026 to 31 March 2029
- Possible extension to 31 March 2031
- 5 years, 30 days

Description of possible extension:

Two optional extensions of 12 months each

Main procurement category

Services

CPV classifications

- 85312400 - Welfare services not delivered through residential institutions

Contract locations

- UKI33 - Kensington & Chelsea and Hammersmith & Fulham

Participation

Particular suitability

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

Submission

Enquiry deadline

3 November 2025, 12:00pm

Tender submission deadline

14 November 2025, 11:59pm

Submission address and any special instructions

Suppliers are requested to register on our tender portal to access the tender.
<https://www.capitalesourcing.com>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

15 December 2025

Award criteria

Name	Type	Weighting
Quality	Quality	70%
Price	Price	30%

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Special regime

Light touch

Reduced tendering period

Yes

Light touch contract - no minimum

Contracting authority

London Borough of Hammersmith and Fuham (LBHF)

- Public Procurement Organisation Number: PHTW-6333-BQGD

Town Hall, King Street

London

W6 9JU

United Kingdom

Email: procurement@lbhf.gov.uk

Region: UKI33 - Kensington & Chelsea and Hammersmith & Fulham

Organisation type: Public authority - sub-central government