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Tender

BT368 - Markets Events Equipment

Westminster City Council

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

Notice identifier: 2025/S 000-071146

Procurement identifier (OCID): ocds-h6vhtk-05daa9

Published 5 November 2025, 10:23am

Scope

Reference

BT368

Description

We are looking to procure a market/events operator to provide equipment on hire for our calendar of market events next year. This is (provisionally) for a total of eight events across 2026, and will involve providing stalls (inc. gazebos, tables, covers, etc), lighting, generators (where required) and other necessary event equipment, including setup and dismantling.

Total value (estimated)

- £65,000 excluding VAT
- £78,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 January 2026 to 31 December 2026
- Possible extension to 1 January 2028
- 2 years, 1 day

Description of possible extension:

This procurement exercise is initially for nine events across 2026, although the Council may, at its discretion, offer an extension of the contract for an additional year, covering market events for 2027

Options

The right to additional purchases while the contract is valid.

Additional Ad Hoc events

Generator Hire

Main procurement category

Services

CPV classifications

- 79952000 - Event services
- 39154000 - Exhibition equipment

Submission

Enquiry deadline

19 November 2025, 12:00pm

Tender submission deadline

26 November 2025, 12:00pm

Submission address and any special instructions

<https://wcc.ukp.app.jaggaer.com/>

Tenders may be submitted electronically

Yes

Award criteria

Technical - 60%

Cost - 40%

Procedure

Procedure type

Below threshold - open competition

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