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Tender

## **L25065-T-LH Ad Hoc Agency staff**

London Luton Airport Operations Limited

F05: Contract notice – utilities

Notice identifier: 2025/S 000-080956

Procurement identifier (OCID): ocds-h6vhtk-05f188

Published 9 December 2025, 10:54am

### **Section I: Contracting entity**

#### **I.1) Name and addresses**

London Luton Airport Operations Limited

Percival House, Percival Way

Luton

LU2 9NU

#### **Contact**

Charlotte Robinson

#### **Email**

[lisa.howe@ltn.aero](mailto:lisa.howe@ltn.aero)

#### **Telephone**

+44 1582405100

#### **Fax**

+44 1582405100

**Country**

United Kingdom

**Region code**

UKH21 - Luton

**Internet address(es)**

Main address

<https://www.london-luton.co.uk/corporate>

Buyer's address

<https://www.london-luton.co.uk/corporate>

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://london-luton.ukp.app.jaggaer.com/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://london-luton.ukp.app.jaggaer.com/>

Tenders or requests to participate must be submitted to the above-mentioned address

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://london-luton.ukp.app.jaggaer.com/>

**I.6) Main activity**

Airport-related activities

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## Section II: Object

### II.1) Scope of the procurement

#### II.1.1) Title

L25065-T-LH Ad Hoc Agency staff

Reference number

L25065-T-LH Ad Hoc Agency staff

#### II.1.2) Main CPV code

- 63112000 - Baggage handling services

#### II.1.3) Type of contract

Services

#### II.1.4) Short description

We require a rapid response to any security or traffic management issues across the commercial directorate.

Currently we have no process which allows us to deal with emergency situations, for examples road closures,

airside assistance, escorting services for deliveries and works.

#### II.1.5) Estimated total value

Value excluding VAT: £625,000

#### II.1.6) Information about lots

This contract is divided into lots: No

## II.2) Description

### II.2.2) Additional CPV code(s)

- 63112000 - Baggage handling services
- 98351100 - Car park services

**II.2.3) Place of performance**

NUTS codes

- UKH21 - Luton

Main site or place of performance

London Luton Airport

**II.2.4) Description of the procurement**

Please see tender document pack

**II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

**II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in days

56

This contract is subject to renewal

No

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: No

**II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

By publishing this notice, it should neither be assumed nor inferred that London Luton Airport Operations Limited is subject to the Procurement Act 2023. The Procurement Act 2023 does not apply to London Luton Airport Operations Limited. This notice is published solely for information purposes.

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

#### **III.1.4) Objective rules and criteria for participation**

List and brief description of rules and criteria

Please see tender documents pack.

#### **III.1.8) Legal form to be taken by the group of economic operators to whom the contract is to be awarded**

Please see tender document pack.

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

Please see tender document pack.

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## Section IV. Procedure

### IV.1) Description

#### IV.1.1) Type of procedure

Negotiated procedure with prior call for competition

#### IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

### IV.2) Administrative information

#### IV.2.2) Time limit for receipt of tenders or requests to participate

Date

6 January 2026

Local time

12:00pm

#### IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

13 January 2026

#### IV.2.4) Languages in which tenders or requests to participate may be submitted

English

#### IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 3 (from the date stated for receipt of tender)

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## Section VI. Complementary information

### VI.1) Information about recurrence

This is a recurrent procurement: No

### VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

Applications are welcomed from individual organisations or consortia, including those from the public, private and voluntary/community sector. All entities with the capability and commitment to deliver high quality services are encouraged to apply.

To access this or any other LLA open tenders, please visit the LLA e-Tendering Portal below where you can view the necessary tendering documents and express your interest.

<https://london-luton.ukp.app.jaggaer.com/>

All tender opportunities can be found under the 'Open to All' or 'My ITT' tab in the sourcing area on the portal. If this is your first time using this portal, you will need to register in order to Express Interest. Click on the 'Register here' button in order start the process, if you are already registered on the LLA e-Tendering portal simply enter your details and login as usual.

During registration, simply complete the information required, please note you must express an interest through this portal in order to be attached to the tender project.

After expressing interest and reviewing any tender documents, in order to progress you will also be asked whether or not you wish to Intend To Respond or Decline To Respond, click the appropriate button.

Doing so will indicate to the buyers your intention to either make a submission or not and allow you to progress. Once you have expressed an interest and intend to respond, you will be able to submit a response and use the messages tab to ask any tender related questions.

We accept no liability if you have not expressed an interest in the tender.

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

London Luton Airport - The Legal team

Percival House, Percival Way

Luton

LU2 9NU

Email

[procurement.team@ltn.aero](mailto:procurement.team@ltn.aero)

Telephone

+44 1582405100

Fax

+44 1582405100

Country

United Kingdom

Internet address

<https://www.london-luton.co.uk/corporate>

#### **VI.4.2) Body responsible for mediation procedures**

London Luton Airport - The Legal team

Percival House, Percival Way

Luton

LU2 9NU

Email

[procurement.team@ltn.aero](mailto:procurement.team@ltn.aero)

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**VI.4.4) Service from which information about the review procedure may be obtained**

London Luton Airport - The Legal team

Percival House, Percival Way

Luton

LU2 9NU

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[procurement.team@ltn.aero](mailto:procurement.team@ltn.aero)

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