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Tender

Provision of customs clearance and freight forwarding services - BHC Lusaka

Foreign, Commonwealth and Development Office

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

Notice identifier: 2025/S 000-086545

Procurement identifier (OCID): ocds-h6vhtk-05fe7c

Published 31 December 2025, 11:15am

Scope

Description

The British High Commission (BHC) Lusaka wishes to enter in a contract with a competent service provider to manage their customs clearance and freight forwarding to obtain cost efficiencies from economies of scale while ensuring great quality of service.

The service provider shall provide the facilities, qualified staff, expertise, and other means required to undertake customs clearance, freight forwarding, and related services in line with best commercial practice. The contract will be for 3 years with an option to renew for 12 months subject to satisfactory performance of the appointed service provider.

Total value (estimated)

- £40,000 excluding VAT
- £40,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 1 February 2026 to 31 January 2029
- Possible extension to 31 January 2030
- 4 years

Description of possible extension:

12 months subject to satisfactory performance of the appointed service provider.

Main procurement category

Services

CPV classifications

- 63521000 - Freight transport agency services

Contract locations

- ZM - Zambia

Submission

Enquiry deadline

9 January 2026, 5:00pm

Tender submission deadline

16 January 2026, 1:00pm

Submission address and any special instructions

<https://fco.bravosolution.co.uk>

Tenders may be submitted electronically

Yes

Award criteria

60% will be awarded for technical responses

Experience & Capability - 10%

Financial Control/Invoicing - 5%

Escalation Matrix and Staff Details/ Customer Service - 10%

Risks and Contingencies - 10%

Takeover and Mobilization - 10%

Resources, Vetting and Training - 10%

Health and Safety (H&S): - 10%

40% will be awarded for a full assessment of the total price breakdown for the full Contract Period in the format requested (Annex C).

Procedure

Procedure type

Below threshold - open competition

Contracting authority

Foreign, Commonwealth and Development Office

- Public Procurement Organisation Number: PXRR-8771-PHVX

King Charles Street

London

SW1A 2AH

South Africa

Email: commercial.smi@fcdo.gov.uk

Website:

<https://www.gov.uk/government/organisations/foreign-commonwealth-development-office>

Organisation type: Public authority - central government