



# Foreign, Commonwealth & Development Office

## **FCDO supply partners**

2<sup>nd</sup> September 2020

Dear Partner

Today, the Foreign, Commonwealth and Development Office (FCDO) came into being. I am writing to set out what this means in the short term for our procurement and commercial practice.

The FCDO unites development and diplomacy in one new department that brings together Britain's international effort. It will maintain and improve high commercial standards to support the UK's international effort and overseas estate, delivering value for money for the UK taxpayer and maximum impact from our aid programmes.

Our supply partners will be absolutely central to this ambition, maintaining and improving the UK's international capability and delivering life-changing and life-saving aid to some of the most vulnerable people in the world, in some of the most challenging environments.

We are now working to align commercial processes, systems and procedures following the creation of the FCDO, building on the existing close collaboration between commercial teams. This will take some time and we will seek at all times to minimise any disruption to our supply partners.

### **Existing Contracts and Funding Arrangements**

For now, all existing contracts made under UK law with DFID or FCO remain valid. There is no need to novate or amend those contracts and the contractual terms remain unaltered. Similarly, existing grant funding agreements remain valid and will continue without amendment. If there is a contract under foreign law which may require revision, we will deal with this on a case-by-case basis following local (foreign) law.

Arrangements for payment will also continue unaltered, but central and individual e-mail accounts will change and supply partners with funding

agreements in the name of DFID or FCO should ensure that their accounts payable function recognises payments from the FCDO.

## **Tenders and Pipeline**

We will continue to enter into new funding agreements as DFID or FCO (using existing templates) until the Transfer of Functions order comes into effect. Once in effect, contracts must be entered into in the name of the new Secretary of State for Foreign, Commonwealth and Development Affairs. Supply partners will be informed when this date has been agreed. For questions about current tenders, please refer to the tender documentation and direct any questions to the relevant contract officer via the supplier portals.

I know many of you are eager to see a revised pipeline of future funding opportunities. We are not yet in a position to be able to publish an updated pipeline but are working on this as a priority.

## **Supplier Portal**

We will continue to maintain both existing supply portals previously operated by DFID and FCO. Organisations wishing to become a Supply Partner to FCDO should therefore register on both systems. As an interim measure, we will advertise new funding opportunities on the relevant portal.

GOV.UK and the portals will also continue to provide guidance and information on the DFID and FCO policies that remain applicable to existing contracts and tenders.

## **Branding**

If you or your team owns a public document that currently refers to DFID or FCO in text, or if you are an SRO for a project with a partner website, all mentions of DFID or FCO will need to be amended to refer to the Foreign, Commonwealth & Development Office or FCDO. The 'UK Aid' logo will continue to be used in programmes that directly deliver aid.

Existing internal contract, grant or MoU documents do not need to be rebranded.

## **Supplier Engagement**

We will engage with our supply partners over the coming weeks to understand any challenges or concerns you might have and to hear your suggestions for improvement as we continue to align our processes and systems.

Day-to-day relationships will continue unchanged. Existing SROs remain in place, as does your relationship manager, if you are an SRM partner.

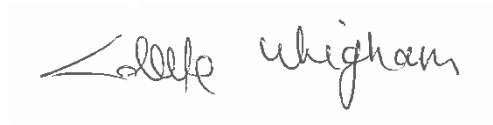
Programmes will continue to be subject to the same rules and operating framework.

FCDO, like its predecessors, will depend on the expertise, flexibility and innovation of its supply partners to deliver our objectives. We look forward to continuing our partnership with you.

Yours sincerely

A handwritten signature in black ink, appearing to read 'T Williamson', written on a light blue background.

Tracey Williamson  
Chief Commercial Officer

A handwritten signature in black ink, appearing to read 'Colette Whigham', written on a light blue background.

Colette Whigham  
Deputy Director,  
Procurement and Commercial