

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/011032-2026>

Tender

## Post Office Branch - Portsmouth

Post Office Limited

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

Notice identifier: 2026/S 000-011032

Procurement identifier (OCID): ocds-h6vhtk-064a4a

Published 6 February 2026, 2:52pm

## Scope

### Description

In the current location in the range of £6,500 - £12,500 per annum. Please note this estimate is inclusive of the products listed under General Information.

Further information can be found at:

[https://runapostoffice.co.uk/branch/portsmouth-post-office-portsmouth-po1-1ab?search\\_term=PO1](https://runapostoffice.co.uk/branch/portsmouth-post-office-portsmouth-po1-1ab?search_term=PO1)

### Total value (estimated)

- £6,500 including VAT

Above the relevant threshold

### Contract dates (estimated)

- 6 June 2026 to 6 June 2076
- 50 years, 1 day

## **Main procurement category**

Services

## **CPV classifications**

- 64114000 - Post office counter services

## **Contract locations**

- UKJ3 - Hampshire and Isle of Wight

---

## **Participation**

### **Particular suitability**

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

---

## **Submission**

### **Submission type**

Tenders

### **Tender submission deadline**

6 March 2026, 11:59pm

### **Submission address and any special instructions**

To register your interest in this opportunity, please visit:

[https://runapostoffice.co.uk/branch/portsmouth-post-office-portsmouth-po1-1ab?search\\_term=PO1](https://runapostoffice.co.uk/branch/portsmouth-post-office-portsmouth-po1-1ab?search_term=PO1)

### **Tenders may be submitted electronically**

Yes

### **Languages that may be used for submission**

English

### **Award decision date (estimated)**

6 June 2026

---

### **Award criteria**

<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Order of importance</b>
Assessment of business plan and finances	A mandatory pass/fail financial assessment. If the financial assessment is not successfully passed, the application will not proceed to suitability assessment.	Quality	1
Assessment of suitability to run a Post Office branch	Meets suitability criteria to run a post office branch	Quality	2

---

## Other information

### Conflicts assessment prepared/revised

Yes

---

## Procedure

### Procedure type

Competitive flexible procedure

### Special regime

- Concession
- Light touch

## **Competitive flexible procedure description**

A multi-stage process to assess postmaster candidate suitability.

## **Reduced tendering period**

Yes

Light touch contract - no minimum

---

## **Contracting authority**

### **Post Office Limited**

- Companies House: 02154540
- Public Procurement Organisation Number: PRNP-5883-YMLG

100 Wood Street

London

EC2V 7ER

United Kingdom

Email: [nd.enquiries@postoffice.co.uk](mailto:nd.enquiries@postoffice.co.uk)

Website: <https://corporate.postoffice.co.uk/>

Region: UKI31 - Camden and City of London

Organisation type: Public undertaking (commercial organisation subject to public authority oversight)