

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/040852-2025>

Planning

Defra Closed Pension Schemes Administration

DEPARTMENT OF ENVIRONMENT, FOOD AND RURAL AFFAIRS

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-040852

Procurement identifier (OCID): ocids-h6vhtk-056105

Published 17 July 2025, 11:34am

Scope

Reference

P-38064

Description

Administration and management of two small closed pension schemes.

Total value (estimated)

- £750,000 excluding VAT
- £900,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 October 2026 to 30 September 2030
- Possible extension to 30 September 2034
- 8 years

Main procurement category

Services

CPV classifications

- 66500000 - Insurance and pension services
- 66523100 - Pension fund administration services

Contract locations

- UK - United Kingdom

Engagement

Engagement deadline

5 September 2025

Engagement process description

We are looking to test market interest in providing pensions administration for two small,

closed pension schemes. Please email me at robin.woodhouse@defra.gov.uk for more details of the schemes. The estimated contract value given above is for the 8 years of contract and does not include the actual pension payments which also need to be made. At this point we are investigating possible routes to market and seek to confirm whether suppliers would be capable, interested, and able to meet the proposed timescales.

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Publication date of tender notice (estimated)

3 November 2025

Contracting authority

DEPARTMENT OF ENVIRONMENT, FOOD AND RURAL AFFAIRS

- Public Procurement Organisation Number: PNBD-3289-CDGX

Seacole Building, 2 Marsham Street

London

SW1P 4DF

United Kingdom

Contact name: Robin Woodhouse

Email: robin.woodhouse@defra.gov.uk

Website: <https://defra-family.force.com/s/Welcome>

Region: UKI32 - Westminster

Organisation type: Public authority - central government