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Tender

Light Touch Concession Contract for the Provision of Catering and Venue Services at Pembroke Lodge

TRP TRADING COMPANY LIMITED

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

Notice identifier: 2025/S 000-041411

Procurement identifier (OCID): ocids-h6vhtk-05625d

Published 18 July 2025, 4:05pm

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Scope

Description

This procurement is being conducted in accordance with the Procurement Act 2023 as a Light Touch Concession Contract, utilising a two-stage Competitive Flexible Procedure.

The opportunity relates to the provision of catering and venue services at Pembroke Lodge, a prominent Grade II listed Georgian property situated within Richmond Park. The successful concessionaire will be responsible for the delivery of high-quality hospitality services, including but not limited to café operations, weddings, private functions, and corporate events, under a concession arrangement.

The procurement will be undertaken in two stages:

Stage One: Selection of suitably qualified suppliers based on experience, capability, and financial standing.

Stage Two: Invitation to shortlisted suppliers to submit detailed proposals. The Authority reserves the right to enter into negotiations during this stage to refine tenders and ensure

best value.

To view this notice, please click here:

<https://www.delta-esourcing.com/delta/viewNotice.html?noticeId=967053984>

Total value (estimated)

- £55,000,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 November 2026 to 31 October 2033
- Possible extension to 31 October 2036
- 10 years

Description of possible extension:

Option to extend for up to three additional 12-month periods

Main procurement category

Services

CPV classifications

- 55520000 - Catering services
- 79952000 - Event services

Contract locations

- UKI - London

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

10 August 2025, 12:00pm

Submission type

Tenders

Deadline for requests to participate

12 August 2025, 12:00pm

Submission address and any special instructions

<https://www.delta-esourcing.com/>

Tenders may be submitted electronically

No

Languages that may be used for submission

English

Award decision date (estimated)

15 January 2026

Award criteria

Name	Type	Weighting
Quality	Quality	70%
Price	Price	30%

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Special regime

- Concession
- Light touch

Competitive flexible procedure description

This Procurement is being conducted in accordance with the Procurement Act 2023 as a Light Touch Concession, using a two stage Competitive Flexible Procedure. This document describes how Stage 2 (Invitation to Tender) of the procurement will be conducted, including an indicative timetable, our requirements, award criteria and how to respond to this opportunity.

Contracting authority

TRP TRADING COMPANY LIMITED

- Public Procurement Organisation Number: PRNG-7762-JCRY

The Old Police House, Hyde Park

London

W2 2UH

United Kingdom

Contact name: Danny Forrest

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Email: dforrest@royalparks.org.uk

Region: UKI32 - Westminster

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