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Tender

CBC Operator for the Walled Garden Café Concession - Tilgate Park

Crawley Borough Council

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

Notice identifier: 2025/S 000-066013

Procurement identifier (OCID): ocids-h6vhtk-05ce37

Published 16 October 2025, 3:48pm

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Scope

Description

Crawley Borough Council (the Council) is inviting tenders to operate the Walled Garden Café concession at Tilgate Park. The Council requires the successful supplier to recognise the importance a high-quality catering operation is to the visitor experience. The offering is to be a warm, inclusive space where families and individuals can relax, connect and create positive memories.

The Commencement Date for the delivery of the concession is scheduled to be on 1st April 2026 at 00:00 hours. The concession Contract will be awarded for a period of 10 years until 31st March 2036.

The Council is procuring this concession contract following the Open Procedure under the UK Procurement Act 2023 (and its supporting Regulations) and the Council's Procurement Code. The Council will be awarding one Contract for the provision of the concession detailed in the Specification.

The Council is seeking to contract with an organisation that will manage the concession to

the highest levels of satisfaction, professional standards and cost effectiveness. The Contractor will be expected to deliver improvements to service delivery and value for money over the life of the contract.

This Information for Bidders document contains the information and instructions that Bidders need to ensure that a compliant and completed tender is submitted. Please read the Information for Bidders document carefully as failure to comply with any instructions may result in the rejection or disqualification of your tender from this tender process.

The current operator has reported that:

- The average utilities bills over the last five years was £28,611 per annum
- The average revenue over the last five years has been £480,695 per annum

Total value (estimated)

- £480,695 excluding VAT
- £5,760,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 April 2026 to 31 March 2036
- 10 years

Main procurement category

Services

CPV classifications

- 55520000 - Catering services

Submission

Enquiry deadline

14 November 2025, 12:00pm

Tender submission deadline

21 November 2025, 12:00pm

Submission address and any special instructions

<https://in-tendhost.co.uk/sesharedservices.aspx/ProjectManage/38718>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

12 December 2025

Award criteria

| Name | Description | Type |
|--------------------|-------------------------------|-------|
| Simple description | As shown within documentation | Price |

Weighting description

As shown within documentation

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Special regime

Concession

Documents

Associated tender documents

<https://in-tendhost.co.uk/sesharedservices.aspx/ProjectManage/38718>

Contracting authority

Crawley Borough Council

- Public Procurement Organisation Number: PRCZ-5935-JVMN

The Create Building, The Boulevard

Crawley

RH10 1UZ

United Kingdom

Email: procurement@crawley.gov.uk

Region: UKJ28 - West Sussex (North East)

Organisation type: Public authority - sub-central government