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Planning

LCC Merchant Acquiring and Associated Services

Lincolnshire County Council

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

Notice identifier: 2025/S 000-080743

Procurement identifier (OCID): ocds-h6vhtk-05f10b

Published 8 December 2025, 3:57pm

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Scope

Reference

PL25.071

Description

Lincolnshire County Council requires a merchant acquiring facility to work alongside a regulated payment services provider to process card payments on its behalf. The payment services provider will arrange authorisation from the customer's card issuer or bank and then collect those funds and pay them to the Council.

The payment acceptance process will securely receive payments via cards, digital wallets, payment gateways and online platforms. The provider will process transactions through card issuers like Visa or Mastercard, checks fund availability, transfers payments to the Council, and ensure compliance with Payment Card Industry and Data Security Standards (PCI DSS).

The requirement also includes the provision of sale (POS) terminals for face-to-face and unattended payment transactions.

Within the Council's structure there are a number of service areas where card payment acceptance processing is required. The Council has identified a number of dependencies with other providers that would need to be taken account of as part of any implementation process.

The Contract is anticipated to run for a period of 4 years, commencing 1st April 2027 and expiring 31st March 2031. There will be an option for the Council to extend the Contract by a period or periods of up to 24 months to ultimately expire 31st March 2033.

Total value (estimated)

- £400,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 April 2027 to 31 March 2031
- Possible extension to 31 March 2033
- 6 years

Main procurement category

Services

CPV classifications

- 66133000 - Processing and clearing services

Contract locations

- UKF3 - Lincolnshire
-

Engagement

Engagement deadline

19 December 2025

Engagement process description

Lincolnshire County Council (LCC) is looking to procure Merchant Acquiring and Associated Services, including the acceptance of payments via face to face or point of sale (POS) terminals, over the phone or on line.

We are seeking to bring awareness to the market of an upcoming opportunity and understand the market's preferred approach to a number of key issues to inform the decision-making process.

The attached Questionnaire is in two sections. Section A provides the topics that we would like to discuss, and an overview of the requirement and Section B contains the market engagement questionnaire.

Lincolnshire County Council (LCC) welcomes discussion about its requirement for Merchant Acquiring and Associated Services. This Market Engagement will focus on the below points:

Implementation Length, Resources and Costs

Fee Structure: Transactions and non-transactional fees

Contract Management

PCI Compliance / Data Protection

Terms and Conditions

Other Services Offered

Other Information

Suppliers are requested to download and complete the Pre-Market Engagement Questionnaire and return the completed form via the Panacea e-sourcing system <https://app.panacea-software.com/lcc/Login.aspx>

Submission

Publication date of tender notice (estimated)

2 June 2026

Contracting authority

Lincolnshire County Council

- Public Procurement Organisation Number: PGRB-3736-CHZN

County Offices, Newland

Lincoln

LN1 1YL

United Kingdom

Contact name: Fiona Fielding

Email: fiona.fielding@lincolnshire.gov.uk

Website: <https://www.lincolnshire.gov.uk/>

Region: UKF30 - Lincolnshire

Organisation type: Public authority - sub-central government