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Tender

## **Annual Report & Accounts Typeset & Design**

Food Standards Agency

F02: Contract notice

Notice identifier: 2025/S 000-000584

Procurement identifier (OCID): ocds-h6vhtk-04ce68

Published 8 January 2025, 5:32pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Food Standards Agency

Floors 6 and 7, Clive House, 70 Petty France

London

SW1H 9EX

#### **Contact**

FSA Commercial

#### **Email**

[fsa.commercial@food.gov.uk](mailto:fsa.commercial@food.gov.uk)

#### **Country**

United Kingdom

## **Region code**

UKI32 - Westminster

## **Internet address(es)**

Main address

<https://www.food.gov.uk/>

Buyer's address

<https://www.food.gov.uk/>

## **I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

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

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

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

Tenders or requests to participate must be submitted to the above-mentioned address

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

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

## **I.4) Type of the contracting authority**

Ministry or any other national or federal authority

## **I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Annual Report & Accounts Typeset & Design

#### **II.1.2) Main CPV code**

- 73000000 - Research and development services and related consultancy services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

We invite you to tender to typeset and design new and engaging graphic elements for:

1. Our Food report, an objective, data driven assessment of the safety and standards of food over time. This report will need to be produced in 2025 and in 2026.

2. The FSA's next three Annual Report and Accounts (ARA). These will report on our performance and activities in 2024/25, 2025/26 and 2026/27.

We may also need you to provide similar services for other reports. Rate cards for these services will need to be included in your response.

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

#### **II.2.4) Description of the procurement**

We invite you to tender to typeset and design new and engaging graphic elements for:

1. Our Food report, an objective, data driven assessment of the safety and standards of food over time. This report will need to be produced in 2025 and in 2026.
2. The FSA's next three Annual Report and Accounts (ARA). These will report on our performance and activities in 2024/25, 2025/26 and 2026/27.

We may also need you to provide similar services for other reports. Rate cards for these services will need to be included in your response.

### **II.2.5) Award criteria**

Price

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

36

This contract is subject to renewal

No

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

7 February 2025

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Tender must be valid until: 7 February 2025

#### **IV.2.7) Conditions for opening of tenders**

Date

8 January 2025

Local time

6:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Food Standards Agency

YO1 7PR

York

7PR

Country

United Kingdom

Internet address

<https://www.food.gov.uk/>