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Tender

## **Future Academies - Print & Reprographics Tender**

Future Academies

F02: Contract notice

Notice identifier: 2025/S 000-002873

Procurement identifier (OCID): ocds-h6vhtk-04d6d4

Published 28 January 2025, 4:05pm

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

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

Future Academies

Lupus Street

London

SW1V 3AT

#### **Contact**

RIVA Partnership Ltd

#### **Email**

[tenders@rivapartnership.co.uk](mailto:tenders@rivapartnership.co.uk)

#### **Telephone**

+44 1252977017

**Country**

United Kingdom

**Region code**

UKI - London

**Internet address(es)**

Main address

<https://www.futureacademies.org>

Buyer's address

<https://www.futureacademies.org>

**I.3) Communication**

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

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Photocopying-and-offset-printing-equipment./ZCSSRQ5J53>

Additional information can be obtained from the above-mentioned address

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

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

Body governed by public law

**I.5) Main activity**

Education

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## **Section II: Object**

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

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

Future Academies - Print & Reprographics Tender

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

- 30120000 - Photocopying and offset printing equipment

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

Supplies

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

The successful supplier is required to provide high quality equipment and service levels to Future Academies a group of schools across London & Hertfordshire. The group is dedicated to improving the life chances and broadening the horizons of young people. Sponsored and guided by our founding charity, Future, our mission is simple: to realise our motto of libertas per cultum (freedom through education). We want our young people to lead lives full of choice and opportunity where, whatever path they take in life, it is a path they have chosen.

#### **II.1.5) Estimated total value**

Value excluding VAT: £1,250,000

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

This contract is divided into lots: No

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

#### **II.2.2) Additional CPV code(s)**

- 30120000 - Photocopying and offset printing equipment

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

NUTS codes

- UKI - London

Main site or place of performance

LONDON

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

Future Academies currently has 10 schools across London & Hertfordshire as well as the Head Office (11 sites in total). Please note this is a growing Trust and any other schools that may join the Trust during the tenure of this new contract may, at the Trust's discretion, be added to this contract. By the time this tender is complete we will have one additional Academy in Herts.

Tender information:

The successful tenderer will be required to provide and maintain reprographic and printing machines for the Trust and to provide a fully managed service.

The contract term being tendered is for three years 1st Aug 2025 – 31st July 2028. There is an option for a further extension period for up to two additional years, extending the contract to 31st July 2030.

The contract offers an excellent opportunity to review and propose enhancements to the current reprographics and printing provision at all of the Schools within the Trust. The Trust seeks improvements to their current solution, including improved technology, efficient machinery and a cost effective fully managed solution that delivers value for money. The Trust has recently implemented Papercut Central and this would be the preferred Print Management software, however the Trust is open to other options with similar or improved functionality. It is important that the Print Management software is not proprietary and will only work with a particular manufacturer's devices. The current embedded software on the printers utilises pin login, but we would like to consider using proximity cards (Mifare).

Each of the 7 secondaries have Reprographic capabilities with one or two high volume MFDs and a Reprographics technician. This will remain

As part of the managed service, we would expect

- A single point of contact at the supplier to deal with
- Automated delivery of ink as and when required.
- Additional stock of cartridges on site in case of emergencies

- Fast call out with qualified engineers to fix issues
- A proactive management service identifying issues and potential fixes as well as potential savings or options for printer placement.
- Printer moves when required.
- Flexibility to deploy/move printers within academies and also between them.
- Intelligent billing with one monthly bill for each academy. Also detail of the usage via a digital file or available via an API for detailed analysis in PowerBI or other alternative BI tool.

The Trust is not obliged to accept the lowest price submitted for this tender, rather the Trust is keen to secure 'best value' from this contract and to deliver a great learning environment for its students. Innovative and creative ideas as to how printing activity and costs can be developed and improved at each school will be welcomed. The Trust seeks a contractor that is keen to work in partnership and who will deliver to its highest abilities, at all times.

Value of contract:

The current annual cost (academic year 23-24) of leasing and printing at all schools per annum is approximately £300k for 2023/24 including paper costs. The intention is to reduce these costs by at least one third. The costs do not include salary costs of any Reprographics technicians.

We will be aiming to reduce the amount of printers including the reduction of large MFDs used within the existing Repro teams.

Therefore the likely value of this contract is circa £250k p/a. (£1,250,000 over 5 years)

Additional requirements and information:

- The School has a minimum requirement for a contractor's employers' liability and public liability insurance of £5 million
- The minimum annual turnover that your company must have achieved to be considered for this opportunity is £500k
- The print services are currently contracted to Canon.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

## **II.2.6) Estimated value**

Value excluding VAT: £1,250,000

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

Start date

1 August 2025

End date

31 July 2030

This contract is subject to renewal

No

## **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5

Maximum number: 10

Objective criteria for choosing the limited number of candidates:

Only candidates that meet the minimum selection criteria will progress to tender stage. A minimum of 5 candidates (or less, in the event less than 5 meet the minimum criteria) and a maximum of 10 candidates, will progress.

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

Variants will be accepted: Yes

## **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

### **II.2.14) Additional information**

To respond to this opportunity please click here: <https://www.delta-esourcing.com/respond/ZCSSRQ5J53>

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

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## **Section IV. Procedure**

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

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

Restricted procedure

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

The procurement is covered by the Government Procurement Agreement: Yes

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

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

Date

3 March 2025

Local time

12:00pm

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

English

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.3) Additional information**

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

The contracting authority reserves the right not to appoint as a result of this tender process



and/ or to cancel this tender process at any time. Please note this is a growing Trust and any other schools that may join the Trust during the tenure of this new cleaning contract may, at the Trust's discretion, be added to this contract.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Photocopying-and-offset-printing-equipment./ZCSSRQ5J53>

To respond to this opportunity, please click here:

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GO Reference: GO-2025128-PRO-29242818

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

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

Future Academies

Lupus Street, 1-3 Waverley Lane

London

SW1V 3AT

Email

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