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Tender

## **Distribution of Leicestershire Matters Magazine**

Leicestershire County Council

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

Notice identifier: 2026/S 000-004005

Procurement identifier (OCID): ocds-h6vhtk-0607e5 ([view related notices](#))

Published 16 January 2026, 3:27pm

### **Scope**

### **Reference**

DN802611

### **Description**

Leicestershire County Council is seeking to enter into a contractual arrangement with a suitable organisation for the distribution of its magazine-style journal 'Leicestershire Matters,' which is to be delivered to all homes (currently approx 325,000 residential properties) in Leicestershire (Excluding Leicester City). Delivery to business premises is not required.

The requirement is to distribute up to three issues in 12 months.

### **Total value (estimated)**

- £118,800 including VAT

Below the relevant threshold

### **Contract dates (estimated)**

- 2 March 2026 to 1 March 2027
- 1 year

### **Options**

The right to additional purchases while the contract is valid.

We anticipate that the number of households requiring delivery will increase for the July 2026 and December 2026 issues.

### **Main procurement category**

Services

### **CPV classifications**

- 64000000 - Postal and telecommunications services

### **Contract locations**

- UKF22 - Leicestershire CC and Rutland

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### **Participation**

## **Particular suitability**

- Small and medium-sized enterprises (SME)
  - Voluntary, community and social enterprises (VCSE)
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## **Submission**

### **Enquiry deadline**

23 January 2026, 12:00pm

### **Tender submission deadline**

30 January 2026, 12:00pm

### **Submission address and any special instructions**

To have access to the RFQ documents and submit your tender, please click on the link below-

<https://procontract.due-north.com/Advert?advertId=b7f53dfc-e8f2-f011-813c-005056b64545&p=527b4bbd-5c58-e511-80ef-000c29c9ba21>

### **Tenders may be submitted electronically**

Yes

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## Award criteria

Quality 60%

Price 40%

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## Procedure

### Procedure type

Below threshold - open competition

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## Contracting authority

### Leicestershire County Council

- Public Procurement Organisation Number: PNHT-9235-VXDV

County Hall

Leicester

LE3 8RA

United Kingdom

Email: [Commissioning.Support@leics.gov.uk](mailto:Commissioning.Support@leics.gov.uk)

Website: <http://www.leics.gov.uk>

Region: UKF22 - Leicestershire CC and Rutland

Organisation type: Public authority - sub-central government