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Tender

## **4403.PS.LWM.24 Print Services Framework Agreement for High Quality Litho Sheet Fed and Digital Printing (non Wide Format)**

University of Sheffield

F02: Contract notice

Notice identifier: 2025/S 000-005273

Procurement identifier (OCID): ocds-h6vhtk-04e26d

Published 17 February 2025, 8:14am

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

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

University of Sheffield

Procurement Office, Arts Tower, Western Bank

Sheffield

S10 2TN

#### **Email**

[l.w.marsden@sheffield.ac.uk](mailto:l.w.marsden@sheffield.ac.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKE32 - Sheffield

**Internet address(es)**

Main address

[www.in-tendhost.co.uk/sheffield](http://www.in-tendhost.co.uk/sheffield)

**I.3) Communication**

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

[www.in-tendhost.co.uk/sheffield](http://www.in-tendhost.co.uk/sheffield)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.in-tendhost.co.uk/sheffield](http://www.in-tendhost.co.uk/sheffield)

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

[www.in-tendhost.co.uk/sheffield](http://www.in-tendhost.co.uk/sheffield)

**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**

4403.PS.LWM.24 Print Services Framework Agreement for High Quality Litho Sheet Fed and Digital Printing (non Wide Format)

Reference number

4403.PS.LWM.24

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

- 79800000 - Printing and related services

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

Services

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

The University of Sheffield, Print and Creative Services (UoS) and The Print Shop, Sheffield Hallam University (SHU) wish to work with innovative and customer focussed suppliers for the provision of high quality litho sheet fed and digital print and related print services in respect of a wide range of products (including but not limited to brochures, booklets, leaflets, posters, newsletters, and general university stationery). We are looking to appoint a maximum of 7 suppliers. Tender Process and Documentation: This is an FTS Restricted tender exercise. The ITT can be downloaded by registering and expressing your interest on the University's e-tendering system <https://in-tendhost.co.uk/Sheffield> If you have any questions or comments in relation to this tender, they must be submitted via the In-Tend System. Your tender response must also be submitted through In-Tend to arrive by the date and time specified. Late tenders will not be considered.

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

Value excluding VAT: £1,600,000

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

This contract is divided into lots: No

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

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

- 22000000 - Printed matter and related products
- 79810000 - Printing services
- 79800000 - Printing and related services
- 22100000 - Printed books, brochures and leaflets
- 79811000 - Digital printing services
- 22900000 - Miscellaneous printed matter

**II.2.3) Place of performance**

NUTS codes

- UKE32 - Sheffield

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

The University of Sheffield, Print and Creative Services (UoS) and The Print Shop, Sheffield Hallam University (SHU) wish to work with innovative and customer focussed suppliers for the provision of high quality litho sheet fed and digital print and related print services in respect of a wide range of products (including but not limited to brochures, booklets, leaflets, posters, newsletters, and general university stationery). We are looking to appoint a maximum of 7 suppliers. Tender Process and Documentation: This is an FTS Restricted tender exercise. The ITT can be downloaded by registering and expressing your interest on the University's e-tendering system <https://in-tendhost.co.uk/Sheffield/> if you have any questions or comments in relation to this tender, they must be submitted via the In-Tend System. Your tender response must also be submitted through In-Tend to arrive by the date and time specified. Late tenders will not be considered.

**II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 70%

Price - Weighting: 30%

**II.2.6) Estimated value**

Value excluding VAT: £1,600,000

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

Start date

1 November 2025

End date

31 October 2029

This contract is subject to renewal

No

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

Maximum number: 7

**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

**II.2.14) Additional information**

Estimated value is based on 4 year contract as per the ITT 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

18 March 2025

Local time

1:00pm

#### **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.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

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

High Court of England, Wales & Northern Ireland

Sheffield

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

N/A