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Planning

Office Supplies TPP Comms to Market

DEPARTMENT OF ENVIRONMENT, FOOD AND RURAL AFFAIRS (Defra Network eTendering Portal)

F01: Prior information notice

Prior information only

Notice identifier: 2025/S 000-005845

Procurement identifier (OCID): ocds-h6vhtk-04e3fb

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Section I: Contracting authority

I.1) Name and addresses

DEPARTMENT OF ENVIRONMENT, FOOD AND RURAL AFFAIRS (Defra Network eTendering Portal)

Seacole Building, 2 Marsham Street

London

SW1P 4DF

Contact

Defra Group Commercial

Email

network.procurement@defra.gov.uk

Telephone

+44 03459335577

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<https://www.gov.uk/government/organisations/department-for-environment-food-rural-affairs>

Buyer's address

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

I.3) Communication

Additional information can be obtained from the above-mentioned address

I.4) Type of the contracting authority

National or federal Agency/Office

I.5) Main activity

Environment

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Office Supplies TPP Comms to Market

Reference number

P-37561

II.1.2) Main CPV code

- 30192000 - Office supplies

II.1.3) Type of contract

Supplies

II.1.4) Short description

Office Supplies TPP Comms to Market

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 30100000 - Office machinery, equipment and supplies except computers, printers and furniture
- 30190000 - Various office equipment and supplies
- 30000000 - Office and computing machinery, equipment and supplies except furniture and software packages
- 30191000 - Office equipment except furniture

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

This Prior Information Notice (PIN) relates to Corporate Services - Office Supplies category. The intention is to share some updates regarding the application of the new Procurement Act in this area. Other such notices may be published by other category teams within Defra, and if your business operates across multiple categories you should review all relevant notices for updates.

The Procurement Act 2023 is new legislation that will change the way the public sector buys goods and services. It aims to:

- create a simpler and more flexible commercial system
- open up public procurement to new entrants
- take tougher action on underperforming suppliers
- embed transparency throughout the commercial lifecycle

The changes are expected to start on 24 February 2025.

The existing legislation will apply until 24 February 2025. After 24 February 2025, it will only apply to procurements and contracts that started before this date, i.e. if the Invitation to Tender (ITT) was published, a voluntary transparency notice was published, or a pricing request was issued.

The new features for suppliers include:

- a central digital platform
- a simplified bidding process
- more flexible commercial frameworks
- a new duty on contracting authorities to consider barriers facing SMEs and VCSEs
- a stronger exclusions framework

What will stay the same

If you are an existing or potential supplier to Defra and have live contracts, are a member of an existing framework, or are planning to bid for a procurement that has or will start prior to the new regime commencing, that arrangement will continue to be subject to the existing Public Contracting Regulations until the contract ends. The same principle applies to any contracts that are subject to any other associated procurement regulations, such as The Utilities Contracts Regulations.

What you need to do

If you are a supplier, you should:

- read the government guidance: <https://www.gov.uk/government/collections/transforming-public-procurement>
- sign up for regular TPP updates: <https://docs.google.com/forms/d/e/1FAIpQLSdMgwpZ1kwubGUpKMLwu0ZpHS8zdWmXKgaHUJKRl-SwqQT95w/viewform>
- read the government TPP Knowledge Drops: <https://www.gov.uk/guidance/the-official-transforming-public-procurement-knowledge-drops>

We recommend that you familiarise yourself with the new Central Digital Platform using these guidance videos:

- An overview of the central digital platform, an enhanced Find a Tender service: <https://www.youtube.com/watch?v=TSfxoZoV3yl>
- How to register an organisation and the first administrator in 3 easy steps <https://www.youtube.com/watch?v=lnjCa4swtjA>
- Detailed walkthrough: How an administrator completes and updates supplier info <https://www.youtube.com/watch?v=i4ZdbMGRqeQ>
- The central digital platform, an enhanced Find a Tender service: <https://www.youtube.com/watch?v=TSfxoZoV3yl>

If you have a question about the new procurement act, contact the Transforming Public Procurement helpdesk at: procurement.reform@cabinetoffice.gov.uk.

II.3) Estimated date of publication of contract notice

19 February 2025

Section IV. Procedure

IV.1) Description

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

The procurement is covered by the Government Procurement Agreement: No