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Tender

## **Oxford Diocesan Bucks Schools Trust MFD Procurement**

Oxford Diocesan Bucks Schools Trust

F02: Contract notice

Notice identifier: 2023/S 000-006122

Procurement identifier (OCID): ocds-h6vhtk-03ad87

Published 2 March 2023, 11:33am

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

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

Oxford Diocesan Bucks Schools Trust

Moat Farm, Marsh Lane

Stoke Mandeville

HP22 5UZ

#### **Contact**

Geoff Chandler

#### **Email**

[geoff.chandler@moxton-education.com](mailto:geoff.chandler@moxton-education.com)

#### **Telephone**

+44 07970661087

#### **Country**

United Kingdom

**Region code**

UKJ1 - Berkshire, Buckinghamshire and Oxfordshire

**Companies House**

08143249

**Internet address(es)**

Main address

<https://www.odbst.org.uk>

**I.3) Communication**

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

<https://www.odbst.org.uk/page/?title=Procurement&pid=89>

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**

Oxford Diocesan Bucks Schools Trust MFD Procurement

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

- 79520000 - Reprographic services

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

Services

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

The Oxford Diocesan Bucks Schools Trust (ODBST) is a Trust of 11 Academies to the North and East of Oxford with a Head Office near Stoke Mandeville.

The ODBST Trust was established in 2017. The Trust is a family of inclusive and aspirational schools working together within a Multi-Academy Trust and Church of England Foundation. The Trust welcomes both church and community schools within the Buckingham episcopal area.

This procurement is all about identifying a single MFD partner. At the sole discretion of the Trust any future schools that the Trust may incorporate will also be added to the MFD Partner contract. Any additional schools will co-terminate to the same end date of the initial contract.

The companies identified from the SQ questions will then receive a detailed set of requirements. For the purposes of this shortlisting stage bidders should assume that the Stage 2 will include, but not be limited to;

- Provision of a range of multi-functional printing devices to all the schools and the central office
- An installation and commissioning service for each device
- A handover and training service
- A uniform maintenance service for any of the schools who have MFD's across the Trust

- An automated service that addresses all consumable needs
- A service that includes appropriate print management software
- A service that ethically disposes of equipment as necessary
- A full service level agreement
- Relevant monitoring, management and reporting
- A single technical interface to the Trust outsourced ICT Team
- Value added services.
- The Trust has a current estate of 28 devices - Most of these are under lease agreements apart from the Tust device which is owned.

All are under maintenance agreements.

- The current estate generates an indicative annual total of circa 1.9m Mono copies
- The current estate generates an indicative annual total of circa 1.0m Colour copies

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

Value excluding VAT: £450,000

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

This contract is divided into lots: No

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

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

- 22610000 - Printing ink
- 42991200 - Printing machinery
- 66114000 - Financial leasing services

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

NUTS codes

- UKJ1 - Berkshire, Buckinghamshire and Oxfordshire

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

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#### **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: £450,000

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

Duration in months

60

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

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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

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## **Section IV. Procedure**

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

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

Competitive procedure with negotiation

#### **IV.1.5) Information about negotiation**

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

#### **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

3 April 2023

Local time

12:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

26 April 2023

#### **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**

Oxford Diocesan Bucks Schools trust

Stoke Mandeville

Country

United Kingdom