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Planning

Preliminary Market Engagement for the provision of stationery to Leicestershire County Council

Leicestershire County Council

UK2: Preliminary market engagement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2026/S 000-006339

Procurement identifier (OCID): ocids-h6vhtk-060db1

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Scope

Reference

DN804384

Description

Leicestershire County Council is the local authority responsible for providing a wide range of public services to the residents, businesses, and communities across Leicestershire. As part of our ongoing commitment to deliver high-quality and cost-effective services, we are reviewing our approach to the procurement of stationery supplies in readiness to go out to the market.

The purpose of this document is to engage with the market and seek information from potential suppliers. By gathering insights and feedback at this early stage, we aim to better understand the capabilities, innovations, and challenges within the stationery

supply sector. The information collected will help us shape the specification and approach for any future procurement, ensuring that our requirements are realistic, comprehensive, and aligned with market best practice.

This is not an invitation to bid, this is solely a request for information (RFI) and no direct business will be awarded as a result of completing this RFI. Responding to this document does not advantage or disadvantage any supplier in any possible future procurement process. No supplier selection or supplier preference is implied.

Contract dates (estimated)

- 1 June 2026 to 31 May 2027
- Possible extension to 31 May 2029
- 3 years

Main procurement category

Goods

CPV classifications

- 22000000 - Printed matter and related products
- 30000000 - Office and computing machinery, equipment and supplies except furniture and software packages

Contract locations

- UKF2 - Leicestershire, Rutland and Northamptonshire

Engagement

Engagement deadline

23 February 2026

Engagement process description

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Participation

Particular suitability

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

Contracting authority

Leicestershire County Council

- Public Procurement Organisation Number: PNHT-9235-VXDV

County Hall

Leicester

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United Kingdom

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

Region: UKF22 - Leicestershire CC and Rutland

Organisation type: Public authority - sub-central government