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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 000-006428

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

Published 26 January 2026, 8:33am

### **Changes to notice**

This notice has been edited. The [previous version](#) is still available.

#### Engagement Process Description

Bidders must be registered as suppliers on Proactis to access the pre market engagement and participate in this opportunity.

To download the documents and submit a response, search for DN804384 Pre Market Engagement for the provision of stationery to Leicestershire County Council. Once you have expressed an interest, you will gain access to the pre market engagement materials and full response instructions.

## 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.

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### **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

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## **Engagement**

### **Engagement deadline**

23 February 2026

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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

LE3 8RA

United Kingdom

Contact name: Manjit Bath

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