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Not applicable

MFD/Reprographics Partner

Harris Federation

F14: Notice for changes or additional information

Notice identifier: 2022/S 000-010888

Procurement identifier (OCID): ocds-h6vhtk-032193

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Section I: Contracting authority/entity

I.1) Name and addresses

Harris Federation

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Main address

<http://www.harrisfederation.org.uk>

Buyer's address

https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA30809

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

MFD/Reprographics Partner

II.1.2) Main CPV code

- 79800000 - Printing and related services

II.1.3) Type of contract

Services

II.1.4) Short description

The Harris Federation was established in 1991. The Federation is a family of inclusive and aspirational schools working together. The Federation is led and run by teachers.

The Federation currently encompasses 51 schools but in addition to this it is expected to grow in the lifetime of the contract. The current working assumption is 3 schools per year but these could join in one group, individually or in smaller groups.

The ICT Support at the Federation is currently all delivered 'in house'. This is mix of technical resource managed by schools themselves and also a central team who support the local technical staff. The implementation of IT is currently subject to a procurement process which will identify a Preferred Bidder by the end of April 2022. The successful partner will then be responsible for the delivery of all IT equipment and solutions, apart from MFD, for 5 years from the 1st June 2022.

This procurement encompasses the deliverables noted below, but in essence is all about identifying a single MFD partner. At the sole discretion of the Federation any future schools that the Federation 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.

This MFD procurement is advertised as a maximum 5 year service with start and end dates as follows:

- Service start date – 1st August 2022
- Service end date – 31st July 2027

In terms of this procurement, the companies identified from these shortlisting questions to receive the ITT will then receive a detailed set of requirements. For the purposes of this shortlisting stage bidders should assume that the ITT will include, but not be limited to;

- Provision of a range of Multi-functional printing devices to all the schools and offices
- 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 ICT Team

- Technical interface into the Trusts Implementation Delivery partner (Note: All MFD delivery will be carried out through this contract and chosen partner).
- Value added services

Bidders should note the following;

- The Trust will provide a standard contract as part of the ITT Pack. The contract is expected to be with one organisation that will manage all aspects of supply/service as well as the interface, as necessary, into their partner leasing company.
- Schools will replace their current provision once the existing lease agreements come to an end
- There will be no requirement for TUPE

IDEA OF VOLUMES

- The Federation has a current estate of 562 devices – the majority of which are under lease agreements.
- The current estate generates an indicative annual total of 71,770,433 Mono copies
- The current estate generates an indicative annual total of 21,056,544 Colour copies

Section VI. Complementary information

VI.6) Original notice reference

Notice number: [2022/S 000-006905](#)

Section VII. Changes

VII.1) Information to be changed or added

VII.2) Other additional information

Total FTS advertised value

The original value of this procurement was advertised as 7.5million GBP over 5 years. Following discussion this value has risen to 12million GBP over 5 years.

Should any potential bidders wish to submit an SQ document as a result of this adjustment, this will be possible until 5pm on Tuesday 3rd May 2022. To obtain a copy of the SQ document, please contact procurement@harrisfederation.org.uk.

Any organisation that has already submitted an SQ do not need to resubmit.

Procurement Team