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Tender

Reprographic Supply and Service Partner

DELTA ACADEMIES TRUST

F02: Contract notice

Notice identifier: 2024/S 000-013019

Procurement identifier (OCID): ocds-h6vhtk-045427

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Section I: Contracting authority

I.1) Name and addresses

DELTA ACADEMIES TRUST

Delta Academies Trust, Education House, Spawd Bone Lane

KNOTTINGLEY

WF110EP

Contact

Phil Thacker

Email

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Telephone

+44 3451960093

Country

United Kingdom

Region code

UKE45 - Wakefield

Companies House

07386086

Internet address(es)

Main address

www.deltatrust.org.uk

I.3) Communication

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

www.deltatrust.org.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.deltatrust.org.uk

I.4) Type of the contracting authority

Other type

Multi Academy Trust

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Reprographic Supply and Service Partner

Reference number

DELTA_REPRO_0424

II.1.2) Main CPV code

- 30121300 - Reproduction equipment

II.1.3) Type of contract

Supplies

II.1.4) Short description

The appointment of a reprographic supply and service partner.

II.1.5) Estimated total value

Value excluding VAT: £5,000,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKE - Yorkshire and the Humber

II.2.4) Description of the procurement

The core requirements of the tender shall include but shall not be limited to:

-

Service all current and new Trust purchased devices detailed above while within the manufacturers published lifecycles.

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Provide New (not refurbished or reconditioned) Mono, colour and colour capable MFDs, digital copiers, mono and colour network printers and reprographic room devices (including various print finishing accessories), all with standard network interfaces.

-

Software to enable process improvements and print management e.g. papercut

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You must provide the facility to scan to email

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You must integrate with the trust print management software of choice, this may include a document management solution, Current solution is Papercut

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Site surveys of new academies joining the trust and recommendations of SSD

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Secure printing options and accessories i.e.ID Badge Scanner.

-

Duplex printing and/or copying shall be provided as standard for all devices where applicable.

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Consumables including toner, staples, and other Customer Replaceable Units (CRU).

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Auditing Software/reporting tool for account management purposes.

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Maintenance and support services, including help desk and the provision of training.

-

Print Audits/Surveys - Ideally providing efficiency recommendations / proposals to the Individual Schools to support with the reduction of costs and the Trusts sustainability strategy (to be carried out following award of the Contract).

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Management information reports to facilitate active fleet management

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All Equipment, Software and services shall comply with relevant legislative requirements.

The core requirements shall not include the provision of paper

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

36

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

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

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted procedure

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

2 May 2024

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

20 May 2024

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Duration in months: 6 (from the date stated for receipt of tender)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Director of Facilities, Delta Academies Trust

KNOTTINGLEY

Country

United Kingdom