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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

Published 22 April 2024, 3:58pm

### **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**

[phil.thacker@deltatrust.org.uk](mailto:phil.thacker@deltatrust.org.uk)

#### **Telephone**

+44 3451960093

#### **Country**

United Kingdom

**Region code**

UKE45 - Wakefield

**Companies House**

07386086

**Internet address(es)**

Main address

[www.deltatrust.org.uk](http://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](http://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](http://www.deltatrust.org.uk)

**I.4) Type of the contracting authority**

Other type

Multi Academy Trust

**I.5) Main activity**

Education

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## **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:

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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.

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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.

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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.

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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

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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

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

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## **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)

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## **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