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Contract

TD2206 - Elections and Electoral Registration Bulk Mailing and Printing Services

Derby City Council

F03: Contract award notice

Notice identifier: 2025/S 000-015666

Procurement identifier (OCID): ocids-h6vhtk-04cea7

Published 16 April 2025, 4:28pm

Section I: Contracting authority

I.1) Name and addresses

Derby City Council

The Council House - Corporation Street

Derby

DE12FS

Email

procurement@derby.gov.uk

Country

United Kingdom

Region code

UKF11 - Derby

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

<https://www.derby.gov.uk/>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

TD2206 - Elections and Electoral Registration Bulk Mailing and Printing Services

Reference number

TD2206

II.1.2) Main CPV code

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

II.1.3) Type of contract

Services

II.1.4) Short description

Derby City Council (the Council) is undertaking this procurement to establish a contract for Elections and Electoral Registration Bulk Mailing and Printing Services.

The procurement process adopted by the Council is based on the 'Open' tendering procedure as detailed in the Public Contracts Regulations 2015.

The contract period is 2 years; the contract is estimated to commence on 1st April 2025 and expire on 31st March 2027. There will be an option to extend the contract for 3 years in annual increments.

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £272,500

II.2) Description

II.2.2) Additional CPV code(s)

- 22821000 - Electoral forms

II.2.3) Place of performance

NUTS codes

- UKF11 - Derby

II.2.4) Description of the procurement

Derby City Council (the Council) is undertaking this procurement to establish a contract for Elections and Electoral Registration Bulk Mailing and Printing Services.

The procurement process adopted by the Council is based on the 'Open' tendering procedure as detailed in the Public Contracts Regulations 2015.

The contract period is 2 years; the contract is estimated to commence on 1st April 2025 and expire on 31st March 2027.

There will be an option to extend the contract for 3 years in annual increments.

Please note suppliers wishing to express interest and obtain the documentation must do so by 12:00pm on Sunday 9th February 2025. It is recommended that you express interest and obtain the documentation well before this time to allow sufficient time to prepare and submit a bid.

The deadline for returns is 12:00pm on Monday 10th February 2025.

Documents are available at www.eastmidstenders.org

(<https://www.eastmidstenders.org>)

Please search for TD2206 or DN752918.

Please note: we will only accept expressions of interest through the e-tendering system

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 50

Price - Weighting: 50

II.2.11) Information about options

Options: Yes

Description of options

There will be an option to extend the contract for 3 years in annual increments

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

Notice number: [2025/S 000-000691](#)

IV.2.9) Information about termination of call for competition in the form of a prior information notice

The contracting authority will not award any further contracts based on the above prior information notice

Section V. Award of contract

Contract No

TD2206

Title

TD2206 - Elections and Electoral Registration Bulk Mailing and Printing Services

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

11 March 2025

V.2.2) Information about tenders

Number of tenders received: 10

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

PRINT IMAGE NETWORK LIMITED

Image House, 10 Acorn Business Park, Heaton Lane

Stockport

SK4 1AS

Country

United Kingdom

NUTS code

- UKD35 - Greater Manchester South East

Companies House

04009079

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £272,500

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

Derby City Council

The Council House, Corporation Street

Derby

DE1 2FS

Email

procurement@derby.gov.uk

Country

United Kingdom

Internet address

<https://www.derby.gov.uk/>

VI.4.2) Body responsible for mediation procedures

Derby City Council

The Council House, Corporation Street

Derby

DE1 2FS

Email

procurement@derby.gov.uk

Country

United Kingdom

Internet address

<https://www.derby.gov.uk/>