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Tender

Managed Print Services

NORTHERN GAS NETWORKS LIMITED

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-016110

Procurement identifier (OCID): ocds-h6vhtk-050552 ([view related notices](#))

Published 22 April 2025, 8:57am

Scope

Description

NGN's existing Managed Print Service (MPS) contract is approaching renewal with our current service provider. NGN is tendering its MPS to explore the possibility of modernising and continuing to build on improving the service expectations, along with enhancing and optimising our MPS in alignment with business strategies.

The Scope of Requirements documents includes a full detailed scope, along with tender requirements.

Total value (estimated)

- £816,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 15 September 2025 to 15 December 2028
- Possible extension to 15 December 2033
- 8 years, 3 months, 1 day

Description of possible extension:

There will be 5 x 1 year extension provisions available.

Main procurement category

Services

CPV classifications

- 79800000 - Printing and related services

Contract locations

- UKC - North East (England)
- UKE - Yorkshire and the Humber

Participation

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

15 May 2025, 12:00pm

Submission type

Requests to participate

Deadline for requests to participate

19 May 2025, 9:00am

Submission address and any special instructions

Please contact the NGN contact in the Scope of Requirement document, who will invite you to the procurement event on the Procurement Portal.

Tenders may be submitted electronically

No

Languages that may be used for submission

English

Award decision date (estimated)

25 July 2025

Award criteria

Name	Description	Type
Commercial	35%	Cost
Contractual	5%	Quality
Non Commercial	60%	Quality

Weighting description

The award will be based upon price and quality, and it is the intent that the award will be based on the Most Advantageous Tender.

RFP responses will be assessed against the criteria below

The Non-Commercial section will have weighted questions and weightings are detailed in Market Dojo.

Commercial 40%

Non Commercial 60%

Other information

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Competitive flexible procedure

Special regime

Utilities

Competitive flexible procedure description

This procurement will follow the following process:

- Tender notice issued (this notice) for 25 days
- Interested suppliers to contact NGN and be invited to Conditions of Participation via Market Dojo (Pass/Fail)
- Suppliers who Pass the Conditions of Participation will be invited to PQQ
- PQQ end date 26th May
- PQQ responses evaluated
- Suppliers who score over 60% will be invited to tender (RFP)
- RFP live for 25 days
- RFP responses evaluated based on 60% non-commercial, 40% commercial criteria
- Best and Final Offer requested
- Final evaluations carried out
- Suppliers notified of the outcome

Full details are made available in the tender scope.

If supplementary stages are required throughout the process, or stages noted in the strategy defined above are no longer required, it is at NGN's discretion to include or remove stages.

It is at the discretion of NGN to change the weightings/criteria or add additional sub criteria/weightings to the PQQ or RFP if there is a need to do so before the submission deadline of the relevant stage. Any changes to the evaluation criteria will be communicated to all Bidders.

Documents

Associated tender documents

[Scope of Requirements Management of Print Services \(2\).docx](#)

Contracting authority

NORTHERN GAS NETWORKS LIMITED

- Companies House: 05167070
- Public Procurement Organisation Number: PRNB-9357-PVLR

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Colton Leeds

LS15 8TU

United Kingdom

Email: procurement@northerngas.co.uk

Region: UKE42 - Leeds

Organisation type: Private utility