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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

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## **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

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## 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%

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## Other information

### Conflicts assessment prepared/revised

Yes

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## **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.

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## **Documents**

### **Associated tender documents**

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

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## **Contracting authority**

### **NORTHERN GAS NETWORKS LIMITED**

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

1100 Century Way

Colton Leeds

LS15 8TU

United Kingdom

Email: [procurement@northerngas.co.uk](mailto:procurement@northerngas.co.uk)

Region: UKE42 - Leeds

Organisation type: Private utility