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Tender

Contingency Printing

Corporate Officer of the House of Commons

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

Notice identifier: 2025/S 000-016113

Procurement identifier (OCID): ocds-h6vhtk-050433

Published 22 April 2025, 9:11am

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Scope

Description

The House of Commons is looking to procure a supplier to provide contingency printing services on behalf of the House of Commons Vote Office. The House of Commons (the Authority) has a requirement for short-notice access to an external printing supplier. The supplier shall provide contingency print services to the Authority to provide resilience should there be a failure of the Authorities Print Services equipment or IT infrastructure, or due to fire, flooding or an incident on the Parliamentary estate. Tender documentation and responses must be submitted via the Atamis portal. To register, please use the following link: <https://atamis-ukparliament.my.site.com/s/Welcome>.

Total value (estimated)

- £70,833 excluding VAT
- £85,000 including VAT

Below the relevant threshold

Contract dates (estimated)

- 2 June 2025 to 1 June 2026
- 1 year

Main procurement category

Services

Additional procurement category

Goods

CPV classifications

- 79800000 - Printing and related services
- 79823000 - Printing and delivery services
- 79820000 - Services related to printing

Contract locations

- UKI - London

Participation

Conditions of participation

Please refer to ITT documentation.

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

28 April 2025, 12:00pm

Tender submission deadline

7 May 2025, 12:00pm

Submission address and any special instructions

Responses must be submitted via Atamis: <https://atamis-ukparliament.my.site.com/s/Welcome>

Tenders may be submitted electronically

Yes

Award criteria

40% Commercial, 60% Quality

Procedure

Procedure type

Below threshold - open competition

Contracting authority

Corporate Officer of the House of Commons

- Public Procurement Organisation Number: PQCD-6982-LPZW

Parliament Square

LONDON

SW1A 0AA

United Kingdom

Contact name: Emily James

Email: pcd@parliament.uk

Website: <https://www.parliament.uk/>

Region: UKI32 - Westminster

Organisation type: Public authority - central government