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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 000-016114

Procurement identifier (OCID): ocds-h6vhtk-050433

Published 22 April 2025, 9:12am

## Changes to notice

This notice has been edited. The [previous version](#) is still available.

Updated with information outlining how to register and respond to the tender on Atamis

## 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

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## **Participation**

### **Conditions of participation**

Please refer to ITT documentation.

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## **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

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## **Award criteria**

40% Commercial, 60% Quality

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## **Procedure**

### **Procedure type**

Below threshold - open competition

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## **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](mailto:pcd@parliament.uk)

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

Region: UKI32 - Westminster

Organisation type: Public authority - central government