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Contract

## **HMCTS Bulk Scanning and Off-Site Mailroom Service**

Ministry of Justice

F03: Contract award notice

Notice identifier: 2025/S 000-018408

Procurement identifier (OCID): ocds-h6vhtk-050b59

Published 1 May 2025, 1:03pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Ministry of Justice

102 Petty France

London

SW1H 9AJ

#### **Email**

[HMCTSCommerical@justice.gov.uk](mailto:HMCTSCommerical@justice.gov.uk)

#### **Telephone**

+44 02033343555

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.gov.uk/government/organisations/ministry-of-justice>

**I.4) Type of the contracting authority**

Ministry or any other national or federal authority

**I.5) Main activity**

General public services

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**Section II: Object**

**II.1) Scope of the procurement**

**II.1.1) Title**

HMCTS Bulk Scanning and Off-Site Mailroom Service

**II.1.2) Main CPV code**

- 79999100 - Scanning services

**II.1.3) Type of contract**

Services

**II.1.4) Short description**

The Bulk Scan service ensures Citizens unable or unwilling to access HMCTS services via digital channels continue to be able to obtain access to justice. The supplier will provide an ongoing Bulk Scan service to support processes requiring service users to submit original documentation as part of ongoing cases and to support vulnerable users who cannot or will not access digital services.

This service supports the scanning of original documentation and provides vulnerable users, who cannot access digital services, access to justice whilst reducing the administrative burden of manually handling data.

Contract awarded for 2 years with 2 1 year extensions available.

#### **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: £9,000,000

### **II.2) Description**

#### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

#### **II.2.4) Description of the procurement**

The Bulk Scan service ensures Citizens unable or unwilling to access HMCTS services via digital channels continue to be able to obtain access to justice. The supplier will provide an ongoing Bulk Scan service to support processes requiring service users to submit original documentation as part of ongoing cases and to support vulnerable users who cannot or will not access digital services.

This service supports the scanning of original documentation and provides vulnerable users, who cannot access digital services, access to justice whilst reducing the administrative burden of manually handling data.

#### **II.2.5) Award criteria**

Price

#### **II.2.11) Information about options**

Options: No

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Award of a contract without prior publication of a call for competition in the cases listed below

- The procurement falls outside the scope of application of the regulations

Explanation:

Called off in accordance with the terms and conditions of the London Procurement Partnership Digital Document Solutions (DDS) Framework.

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

The procurement is covered by the Government Procurement Agreement: No

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## **Section V. Award of contract**

### **Contract No**

Con\_24768

### **Title**

Bulk Scanning and Off-Site Mailroom Services

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

1 March 2025

#### **V.2.2) Information about tenders**

Number of tenders received: 1

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

**V.2.3) Name and address of the contractor**

XBP Europe Ltd

Baronsmede, The Avenue,

Egham

TW20 9AB

Country

United Kingdom

NUTS code

- UK - United Kingdom

National registration number

01283512

The contractor is an SME

No

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

Total value of the contract/lot: £9,000,000

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**Section VI. Complementary information**

**VI.4) Procedures for review**

**VI.4.1) Review body**

Ministry of Justice

London

Country

United Kingdom

