

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/020126-2025>

Tender

## **Appointment of Guidebook Publisher (2025)**

National Museum of the Royal Navy

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

Notice identifier: 2025/S 000-020126

Procurement identifier (OCID): ocds-h6vhtk-05063c

Published 9 May 2025, 3:03pm

### **Changes to notice**

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

Updated clarification issue and ITT (v3)

### **Scope**

### **Reference**

NMRNO.2025.002

## Description

The National Museum of the Royal Navy (NMRN) are seeking through this tender process to appoint a supplier to produce and print its range of souvenir guidebooks for a 5-year period commencing Late June 2025.

This appointment will be contracted to the NMRN Trading Company, with the procurement undertaken by NMRN Operations.

The contractor should be able to undertake both the design and printing elements. Examples of our key objectives include:

- To maximise commercial revenue through sales of the guidebooks at all physical NMRN sites and through the digital journey.
- The NMRN are progressing a new brand redevelopment that will launch in 2025, of which at the point of reprint, the guidebooks will need to embody, increasing and extending our brand awareness
- To enhance the visitor experience whilst on site.
- To contribute to the NMRN's overall interpretation strategy, as articulated within its master narrative

All details of the guidebooks required to be published under this tender are included within the ITT itself. This includes setting out your pricing proposals.

The NMRN are not accepting physical examples of guidebooks, only PDF examples are to be sent alongside submissions on the tender deadline stated on this advert.

Clarifications are to be sent to [tenders@nmrn.org.uk](mailto:tenders@nmrn.org.uk)

## Total value (estimated)

- £206,000 excluding VAT
- £247,200 including VAT

Below the relevant threshold

### **Contract dates (estimated)**

- 1 July 2025 to 1 July 2030
- 5 years, 1 day

### **Main procurement category**

Goods

### **CPV classifications**

- 22000000 - Printed matter and related products

### **Contract locations**

- UKC - North East (England)
  - UKD - North West (England)
  - UKE - Yorkshire and the Humber
  - UKF - East Midlands (England)
  - UKG - West Midlands (England)
  - UKH - East of England
  - UKI - London
  - UKJ - South East (England)
  - UKK - South West (England)
-

## **Participation**

### **Particular suitability**

Small and medium-sized enterprises (SME)

---

## **Submission**

### **Enquiry deadline**

16 May 2025, 12:00pm

### **Tender submission deadline**

28 May 2025, 12:00pm

### **Submission address and any special instructions**

All submissions are to be sent to [tenders@nmrn.org.uk](mailto:tenders@nmrn.org.uk), further details on the NMRN can be found at; [www.nmrn.org.uk/do-business-with-us](http://www.nmrn.org.uk/do-business-with-us)

### **Tenders may be submitted electronically**

Yes

---

## **Award criteria**

The award criteria for the Most Advantageous Tender will be made on a Price Per Quality Score Point basis. With 100% given to quality criteria.

Full details of this can be found within the ITT documentation.

---

## **Procedure**

### **Procedure type**

Below threshold - open competition

---

## **Documents**

### **Associated tender documents**

[NMRN Std Terms and Conditions-PA23 SAMPLE.pdf](#)

Sample of the NMRN's T&C Contract.

[Clarifications and Responses- Guidebook Publishingv1.pdf](#)

[Clarifications and Responses- Guidebook Publishingv2.pdf](#)

[NMRN ITT Open- GuidebookPublisher2025v3.docx](#)

---

## Contracting authority

### National Museum of the Royal Navy

- Public Procurement Organisation Number: PZYJ-5834-NBRM

Main Road (PP66), HM Naval Base Portsmouth

Portsmouth

PO1 3NH

United Kingdom

Email: [procurement@nmrn.org.uk](mailto:procurement@nmrn.org.uk)

Region: UKJ31 - Portsmouth

Organisation type: Public authority - central government