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Tender

Provision of External Print and Associated Services for University of Aberdeen

University of Aberdeen

F02: Contract notice

Notice identifier: 2025/S 000-028516

Procurement identifier (OCID): ocids-h6vhtk-0528fc

Published 29 May 2025, 3:01pm

Section I: Contracting authority

I.1) Name and addresses

University of Aberdeen

University Office, King's College

Aberdeen

AB24 3FX

Email

e-sourcing@abdn.ac.uk

Country

United Kingdom

NUTS code

UKM50 - Aberdeen City and Aberdeenshire

Internet address(es)

Main address

<http://www.abdn.ac.uk/procurement>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00102

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html?VISITORID=fcad6e8d-f138-4ad4-9225-7a79d842b262&_ncp=1715248066272.37289-1

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://www.publictendersscotland.publiccontractsscotland.gov.uk/esop/pts-host/public/pts/web/login.html?VISITORID=fcad6e8d-f138-4ad4-9225-7a79d842b262&_ncp=1715248066272.37289-1

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of External Print and Associated Services for University of Aberdeen

Reference number

AU24/30

II.1.2) Main CPV code

- 79823000 - Printing and delivery services

II.1.3) Type of contract

Services

II.1.4) Short description

The University of Aberdeen are looking for a supplier to deliver a range of print services such as, brochures, flyers, postcards, burst bound books, posters, business stationery, reports, forms and pads. The scope of services that may be required, but not limited to, are listed below:

- Production Management
- Print Production
- Print Finishing Services
- Online Services
- Proofing
- Reprographics Services

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79823000 - Printing and delivery services

II.2.3) Place of performance

NUTS codes

- UKM50 - Aberdeen City and Aberdeenshire

Main site or place of performance

University of Aberdeen

King's College,

Aberdeen,

AB24 3FX

II.2.4) Description of the procurement

The University of Aberdeen are looking for a supplier to deliver a range of print services such as, brochures, flyers, postcards, burst bound books, posters, business stationery, reports, forms and pads. The scope of services that may be required, but not limited to, are listed below:

- Production Management
- Print Production
- Print Finishing Services
- Online Services
- Proofing
- Reprographics Services

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 60

Price - Weighting: 40

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Option to extend for 10 further periods, each of 12 months subject to satisfactory annual review and mutual agreement.

II.2.10) Information about variants

Variants will be accepted: No

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

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

The procurement is covered by the Government Procurement Agreement: Yes

IV.2) Administrative information

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

30 June 2025

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.7) Conditions for opening of tenders

Date

30 June 2025

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 29244.
For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:800159)

VI.4) Procedures for review

VI.4.1) Review body

Aberdeen Sherriff Court

Aberdeen

Country

United Kingdom