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Planning

Soft Market Testing (SMT) - Managed Print Service

City of London Corporation

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-028667

Procurement identifier (OCID): ocds-h6vhtk-040629

Published 28 September 2023, 3:44pm

Section I: Contracting authority

I.1) Name and addresses

City of London Corporation

Guildhall

London

EC2P 2EJ

Contact

Mitchell Walker

Email

Mitchell.Walker@cityoflondon.gov.uk

Telephone

+44 2076063030

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

www.cityoflondon.gov.uk

I.3) Communication

Additional information can be obtained from the above-mentioned address

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Soft Market Testing (SMT) - Managed Print Service

Reference number

itt_COL_17554

II.1.2) Main CPV code

- 79800000 - Printing and related services

II.1.3) Type of contract

Services

II.1.4) Short description

This is a soft market testing exercise in relation to an upcoming requirement the City of London (CoL) has for a new Managed Print Services Contract.

The soft market testing will involve the submission of the SMT questionnaire to be received by 12:00 on 19th October 2023 via the capitalesourcing portal (www.capitalesourcing.com).

If your organisation would like to participate in this soft market testing exercise, it can do so by downloading, completing and returning the SMT Questionnaire which can be found on the City's eProcurement portal at: www.capitalesourcing.com, refer to the Reference number: prj_COL_22830 or itt_COL_17554.

The City will not be held accountable for any errors made by an organisation in submitting their applicable SMT Questionnaire(s).

Participation or non-participation in the SMT shall not prevent any supplier participating in a potential future procurement, nor is it intended that any information supplied as part of the SMT shall place any supplier at an advantage in a potential procurement process.

Participants will not be prejudiced by any response or failure to respond to the SMT or failure to attend any follow up interviews that may be arranged at the absolute discretion of the City. Participation in this SMT will be at each organisation's own cost. No expense in

responding to this SMT will be reimbursed by the City.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 42991200 - Printing machinery

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

Main site or place of performance

Guildhall, London and other City of London owned premises.

II.2.4) Description of the procurement

SMT in this case is where the CoL, is at an early stage in development of its proposals but prior to formulating any formal procurement opportunity, it seeks input from the market as to what might be the most attractive way of packaging and scoping a future

procurement opportunity for a Managed Print Services contract. The Corporation's current Managed Print service contract ends in Aug 2024. This contract covers City of London Corporation, City of London Police, Barbican, Libraries (including public printing), Schools and Print room with a print fleet of 540 devices deployed at around 34 post codes. The print volumes in many areas in the Corporation have reduced post pandemic while some have returned to pre-pandemic levels. The Project's objective is to procure a new Managed Print services contract to replace the current contract.

II.3) Estimated date of publication of contract notice

28 September 2023

Section IV. Procedure

IV.1) Description

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

The procurement is covered by the Government Procurement Agreement: No

Section VI. Complementary information

VI.3) Additional information

This is a soft market testing exercise in relation to an upcoming requirement the City of London (CoL) has for a new Managed Print Services Contract.

The soft market testing will involve the submission of the SMT questionnaire to be received by 12:00 on 26th October 2023 via the capitalesourcing portal (www.capitalesourcing.com).

If your organisation would like to participate in this soft market testing exercise, it can do so by downloading, completing and returning the SMT Questionnaire which can be found on the City's eProcurement portal at: www.capitalesourcing.com, refer to the Reference number: prj_COL_22830 or itt_COL_17554.

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