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Tender

## **749LC Reprographic Services**

Leeds Beckett University

F02: Contract notice

Notice identifier: 2024/S 000-035628

Procurement identifier (OCID): ocds-h6vhtk-04b3ae

Published 4 November 2024, 12:05pm

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

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

Leeds Beckett University

Bronte Hall, Headingley Campus

Leeds

LS6 3QS

#### **Contact**

Lesley Carden

#### **Email**

[l.carden@leedsbeckett.ac.uk](mailto:l.carden@leedsbeckett.ac.uk)

#### **Telephone**

+44 1138126762

#### **Country**

United Kingdom

**Region code**

UKE42 - Leeds

**Internet address(es)**

Main address

[www.leedsbeckett.ac.uk](http://www.leedsbeckett.ac.uk)

**I.3) Communication**

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

<https://www.delta-esourcing.com/tenders/UK-UK-Leeds:-Reprographic-services./DX6DP789G3>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.delta-esourcing.com/tenders/UK-title/DX6DP789G3>

Tenders or requests to participate must be submitted to the above-mentioned address

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

Body governed by public law

**I.5) Main activity**

Education

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## **Section II: Object**

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

#### **II.1.1) Title**

749LC Reprographic Services

Reference number

749LC

#### **II.1.2) Main CPV code**

- 79520000 - Reprographic services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

Provision of Reprographic and Finishing Services

#### **II.1.5) Estimated total value**

Value excluding VAT: £240,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

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

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

NUTS codes

- UKE42 - Leeds

Main site or place of performance

Leeds

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

## Provision of Reprographic and Finishing Services

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

Quality criterion - Name: Service Delivery / Weighting: 20

Quality criterion - Name: Technical Capability / Weighting: 20

Quality criterion - Name: Account Management / Weighting: 10

Quality criterion - Name: Sustainability and Social Value / Weighting: 10

Price - Weighting: 40

### **II.2.6) Estimated value**

Value excluding VAT: £240,000

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

Duration in months

48

This contract is subject to renewal

No

### **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

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## **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

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## **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

5 December 2024

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

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 3 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

5 December 2024

Local time

12:00pm

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## **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 contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://neupc.delta-esourcing.com/tenders/UK-UK-Leeds:-Reprographic-services./DX6DP789G3>

To respond to this opportunity, please click here:

<https://neupc.delta-esourcing.com/respond/DX6DP789G3>

GO Reference: GO-2024114-PRO-28387337

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Leeds Beckett University

C Building, Portland Way

Leeds

LS1 3HE

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[l.carden@leedsbeckett.ac.uk](mailto:l.carden@leedsbeckett.ac.uk)

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