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Tender

## **Agora Learning Trust - MFD Partner**

Agora Learning Trust

F02: Contract notice

Notice identifier: 2023/S 000-036302

Procurement identifier (OCID): ocds-h6vhtk-0422ff

Published 9 December 2023, 10:05am

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

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

Agora Learning Trust

The Orchard Primary School . Gammons Lane

Watford

WD24 5JW

#### **Contact**

Geoff Chandler

#### **Email**

[geoff.chandler@moxton-education.com](mailto:geoff.chandler@moxton-education.com)

#### **Telephone**

+44 7970661087

#### **Country**

United Kingdom

**Region code**

UKH2 - Bedfordshire and Hertfordshire

**Companies House**

10290954

**Internet address(es)**

Main address

<https://agoralearning.co.uk>

**I.3) Communication**

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

<https://agoralearning.co.uk/about-us/finance/#>

Additional information can be obtained from the above-mentioned address

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**

Agora Learning Trust - MFD Partner

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

- 30121200 - Photocopying equipment

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

Supplies

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

The Agora learning Partnership (Agora) encompasses 9 schools and circa 2,693 pupils in Hertfordshire.

The Trust Head Office is currently at The Orchard Primary School

The Agora Learning Partnership (formerly the Herts for Learning Multi Academy Trust) is an inclusive, collaborative and forward looking Trust where we all work together, learn together and succeed together in order to give all of the children in our academies the best possible education and learning opportunities.

The nine schools who currently belong to our Partnership benefit greatly from working collaboratively, providing help and support to one another. The relationship between the schools and the Executive Team and Trustees is also deemed to be a strength of the organisation and the support offered by the Executive Team is very much personalised to the individual needs of our schools. However, this only enhances the provision at our schools, whilst enabling them to maintain their individual identities and the autonomy to deliver a curriculum that reflects their school communities and the needs of the children and young people that they serve; we believe this is the only way to achieve the very best educational standards within our schools and across our Trust - high standards that we continually strive for.

This procurement is all about identifying a single MFD partner. At the sole discretion of the Trust any future schools that the Trust may incorporate will also be added to the MFD Partner contract. Any additional schools will co-terminate to the same end date of the initial contract.

For the purposes of this shortlisting stage bidders should assume that the Stage 2 will include, but not be limited to;

- Provision of a range of multi-functional printing devices to all the schools and the central office
- An installation and commissioning service for each device
- A handover and training service
- A uniform maintenance service for any of the schools who have MFD's across the Trust
- An automated service that addresses all consumable needs
- A service that includes appropriate print management software
- A service that ethically disposes of equipment as necessary
- A full service level agreement
- Relevant monitoring, management and reporting
- A single technical interface to the Trust outsourced ICT Team
- Technical interface into the Trusts Managed Service Partner (Note: All MFD delivery will be carried out through this contract and chosen partner).
- Value added services.

The current estate generates an indicative annual total of circa 1.9m Mono copies

The current estate generates an indicative annual total of circa 1.4m Colour copies

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

Value excluding VAT: £380,000

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

This contract is divided into lots: No

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

#### **II.2.2) Additional CPV code(s)**

- 30125120 - Toner for photocopiers
- 66114000 - Financial leasing services
- 80000000 - Education and training services

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

NUTS codes

- UKH2 - Bedfordshire and Hertfordshire

Main site or place of performance

Watford

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

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Value excluding VAT: £380,000

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

Duration in months

60

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

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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**

Competitive procedure with negotiation

#### **IV.1.4) Information about reduction of the number of solutions or tenders during negotiation or dialogue**

Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated

#### **IV.1.5) Information about negotiation**

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

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

The procurement is covered by the Government Procurement Agreement: No

### **IV.2) Administrative information**

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

Date

8 January 2024

Local time

12:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

19 January 2024

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

English



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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.4) Procedures for review**

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

Agora Learning Trust

Watford

Country

United Kingdom