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Tender

LUV01365 Invitation to tender for promotional Items and branded garments for retail with pop up and on line shop

University of Leicester

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

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Procurement identifier (OCID): ocids-h6vhtk-055df2

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Scope

Reference

LUV01365

Description

LUV01365 2.1 The University is seeking to appoint suppliers to a two-lot framework agreement for the supply of promotional goods and branded garments. The framework will support University marketing, retail, and graduation-related activity over a period of three years, with the option to extend by one further year at the University's discretion.

The framework will be divided into two distinct lots as described below.

Lot 1 – Supply of Promotional Items

Number of suppliers to be awarded: Up to 2 suppliers

Estimated annual spend, approximately £100,000

Lot 2 – Branded Garments for Retail and provision of Pop-Up and on-line Shop

Number of suppliers to be awarded: 1 supplier

Estimated annual spend: Approximately £57,000

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

<https://universityofleicester.delta-esourcing.com/tenders/UK-UK-Leicester:-Garments./8958Y4RRWA>

To respond to this opportunity, please click here:

<https://universityofleicester.delta-esourcing.com/respond/8958Y4RRWA>

Commercial tool

Establishes a framework

Total value (estimated)

- £628,000 excluding VAT
- £753,600 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 December 2025 to 30 November 2029
- 4 years

Main procurement category

Goods

Not the same for all lots

CPV classifications are shown in Lot sections, because they are not the same for all lots.

Lot 1. Supply of Promotional Items

Description

Supply of a range of promotional merchandise printed with the University's approved branding/logos.

Lot value (estimated)

- £400,000 excluding VAT
- £480,000 including VAT

Framework lot values may be shared with other lots

CPV classifications

- 39294100 - Information and promotion products

Same for all lots

Contract dates are shown in the Scope section, because they are the same for all lots.

Lot 2. Supply of branded garments for retail and provision of pop-up and on-line shop

Description

Branded garments for retail and provision of pop-up shop at graduations and potentially other ad hoc events and on-line shop

Lot value (estimated)

- £228,000 excluding VAT
- £273,600 including VAT

Framework lot values may be shared with other lots

CPV classifications

- 18300000 - Garments
- 79342200 - Promotional services

Same for all lots

Contract dates are shown in the Scope section, because they are the same for all lots.

Framework

Maximum number of suppliers

Unlimited

Maximum percentage fee charged to suppliers

0%

Further information about fees

n/a

Framework operation description

Lot 1 - Promotional items. There will be two suppliers appointed to this Lot. Prices will be determined by mini competition, with selection process taking into account price and quality of goods offered.

Lot 2 - Branded garments for retail and provision of pop up and on line shop. There will be one supplier appointed to this Lot. Prices submitted during the initial tender process will be fixed for the first 12 months of the contract. Thereafter they shall be subject to annual adjustment by agreement between the parties.

Award method when using the framework

Either with or without competition

Contracting authorities that may use the framework

Establishing party only

Participation

Particular suitability

Lot 1. Supply of Promotional Items

Lot 2. Supply of branded garments for retail and provision of pop-up and on-line shop

Small and medium-sized enterprises (SME)

Submission

Tender submission deadline

15 August 2025, 12:00pm

Submission address and any special instructions

<https://universityofleicester.delta-sourcing.com/>

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

20 October 2025

Award criteria**Lot 1. Supply of Promotional Items**

Name	Type	Weighting
Price	Price	40%
Modern Slavery	Quality	10%
Response to scope	Quality	10%
Response to Operation of the framework	Quality	10%
Social Value	Quality	10%
Technical capacity / Experience	Quality	5%
Sustainability	Quality	5%
Response to interfaces / dependencies	Quality	5%
Response to Account Management	Quality	5%

Lot 2. Supply of branded garments for retail and provision of pop-up and on-line shop

Name	Type	Weighting
Price	Price	40%
Modern Slavery	Quality	10%
Response to scope	Quality	10%
Response to operation of the framework	Quality	10%
Social Value	Quality	10%
Technical capacity / experience	Quality	5%

Name	Type	Weighting
Sustainability	Quality	5%
Response to interfaces / dependencies	Quality	5%
Response to Account Management	Quality	5%

Other information

Applicable trade agreements

- Government Procurement Agreement (GPA)
- Comprehensive and Progressive Agreement for Trans-Pacific Partnership (CPTPP)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Contracting authority

University of Leicester

- Public Procurement Organisation Number: PPNM-4297-VLCH

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Region: UKF21 - Leicester

Organisation type: Public authority - sub-central government