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Tender

## **ID 5950317 - GRO PROCUREMENT OF CERTIFICATE PAPER**

Northern Ireland Statistics and Research Agency (Executive Agency of the Department of Finance)

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

Notice identifier: 2025/S 000-043024

Procurement identifier (OCID): ocds-h6vhtk-05660c ([view related notices](#))

Published 25 July 2025, 10:11am

### **Scope**

### **Reference**

ID 5950317

### **Description**

The General Register Office (GRO) requires the supply and delivery of specialist A4 size certificate paper in order to meet legislative requirements to produce certified copies. Suppliers should refer to the Specification Schedule for full detail on the deliverables of this contract.

### **Total value (estimated)**

- £265,000 excluding VAT

- £318,000 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 3 October 2025 to 2 October 2028
- Possible extension to 2 October 2030
- 5 years

Description of possible extension:

There will be two options to extend the contract for anything up to 12 months each at the Buyers discretion.

CPD and the Buyer cannot guarantee any level of business under these optional extension periods.

### **Main procurement category**

Goods

### **CPV classifications**

- 30197630 - Printing paper
- 30199310 - Embossed or perforated printing paper

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## **Participation**

## **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

14 August 2025, 3:00pm

### **Tender submission deadline**

25 August 2025, 3:00pm

### **Submission address and any special instructions**

Tenders must be submitted electronically at <https://etendersni.gov.uk>

### **Tenders may be submitted electronically**

Yes

### **Languages that may be used for submission**

English

### **Award decision date (estimated)**

25 September 2025

## Recurring procurement

Publication date of next tender notice (estimated): 3 June 2030

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## Award criteria

Name	Type	Weighting
AC3 - Total Contract Price	Price	75%
AC1 - Security Measures to deter Forgery and Counterfeiting	Quality	13%
AC2 - Security Arrangements	Quality	12%

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## Other information

### Applicable trade agreements

- Government Procurement Agreement (GPA)

### Conflicts assessment prepared/revised

Yes

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## Procedure

### Procedure type

Open procedure

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## Contracting authority

### **Northern Ireland Statistics and Research Agency (Executive Agency of the Department of Finance)**

- Public Procurement Organisation Number: PQQH-8352-JYGJ

Colby House, Stranmillis Court

Belfast

BT9 5RR

United Kingdom

Email: [SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

Region: UKN06 - Belfast

Organisation type: Public authority - central government

Devolved regulations that apply: Northern Ireland

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## Other organisation

These organisations are carrying out the procurement, or part of it, on behalf of the contracting authorities.

## **CPD - Supplies and Services Division**

Summary of their role in this procurement: CPD- Supplies and Services Division is a Centre of Procurement Expertise and provides a central procurement function for central government in Northern Ireland.

- Public Procurement Organisation Number: PVWG-8426-YWXV

Clare House 303, Airport Road West

Belfast

BT3 9ED

United Kingdom

Email: [SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

Region: UKN06 - Belfast

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## **Contact organisation**

Contact [CPD - Supplies and Services Division](#) for any enquiries.