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Tender

## **DE - Council for the Curriculum, Examinations and Assessment (CCEA) - Confidential Typesetting Services**

Department of Education - Council for the Curriculum, Examinations and Assessment (CCEA)

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

Notice identifier: 2025/S 000-046137

Procurement identifier (OCID): ocds-h6vhtk-05818a ([view related notices](#))

Published 5 August 2025, 2:00pm

### **Scope**

### **Reference**

5940214

### **Description**

The Northern Ireland Council for the Curriculum, Examinations and Assessment (CCEA "the Buyer") requires a Supplier for the provision of Confidential Typesetting Services.

The Supplier will be required to typeset confidential materials that will be used in and/or to support examinations and assessments. The content of the work may include, however is not limited too - standard prose typesetting, specialist typesetting (i.e. mathematical, scientific, languages), Irish medium, modified versions, scanning of illustrations (and potential re-work), drawing and/or redrawing of illustrations, and creation of barcodes (for question papers marked on-line) and other support materials, where required.

## **Total value (estimated)**

- £583,333 excluding VAT
- £700,000 including VAT

Above the relevant threshold

## **Contract dates (estimated)**

- 25 October 2025 to 4 October 2027
- Possible extension to 4 October 2029
- 3 years, 11 months, 11 days

Description of possible extension:

Following the initial contract period, there are two potential extension periods of up to twelve months each. Optional extension periods will be subject to review and satisfactory performance assessment by the Contracting Authority.

## **Main procurement category**

Services

## **CPV classifications**

- 79810000 - Printing services
- 79820000 - Services related to printing
- 79811000 - Digital printing services
- 79823000 - Printing and delivery services
- 79824000 - Printing and distribution services

- 79822300 - Typesetting services
- 80000000 - Education and training services

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## **Participation**

### **Legal and financial capacity conditions of participation**

As per Tender documentation.

### **Technical ability conditions of participation**

As per Tender documentation.

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

25 August 2025, 3:00pm

### **Tender submission deadline**

4 September 2025, 3:00pm

## Submission address and any special instructions

Tenders must be submitted electronically via the relevant Call for Tender (CfT) opportunity on eTendersNI, website details immediately below.

Paper submissions will not be accepted or considered and will be rejected by the Contracting Authority / Buyer.

The tender documents are available with unrestricted and full direct access, free of charge, at: URL <https://etendersni.gov.uk/epps>

## Tenders may be submitted electronically

Yes

## Languages that may be used for submission

English

## Award decision date (estimated)

1 October 2025

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## Award criteria

Name	Description	Type	Weighting
AC5 Cost	As per Tender documentation	Cost	35%
AC1 Proposed Methodology	As per Tender documentation	Quality	29.25%

<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
AC2 Personnel Experience	As per Tender documentation	Quality	14.95%
AC3 Contract Management and Contingency	As per Tender documentation	Quality	10.40%
AC4 Social Value - Promoting Wellbeing	As per Tender documentation	Quality	10.40%

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## Other information

### Payment terms

As per tender documentation. The estimated value figure indicated in the Scope Section represents an overall estimated contract value. This value reflects the potential scale of the contract and takes into account potential optional extension periods and the uptake of potential optional services as detailed in the tender documents. This figure does not however take into account the application of indexation or increases to charges due to increases in the Real Living Wage. Neither CPD nor the contracting Authority can provide any guarantee as to the level of business under this contract. The Contracting Authority does not bind itself to accept the lowest or any tender. Suppliers remain responsible for all costs and expenses incurred by them or by any third party acting under instructions from the Supplier in connection with taking part in this procurement process regardless of whether such costs arise as a consequence, directly or indirectly of any amendments made to the procurement documents by the Contracting Authority at any time. No legally binding contract shall arise (and a Supplier shall have no legitimate expectation that a contract will be entered into) until such time as entry into the Contract has been confirmed by the Contracting Authority.

### Description of risks to contract performance

If at any time during the procurement, or post award, it comes to the attention of the Contracting Authority (CA) or CPD, by whatever means, that a Supplier has become 'excluded' or 'excludable' as per Sec 57 of the PA 2023, the CA, after compliance with its obligations under the PA 23, reserves the right to exclude said Supplier from the procurement procedure or terminate any contract they have been awarded.

Insert appropriate reservations of rights and disclaimers of liability here consider - e.g.

The Contracting Authority expressly reserves the rights:

(I). not to award any contract as a result of the procurement process commenced by publication of this notice;

(II). to make whatever changes it may see fit to the content and structure of the tendering Competition;

(III). to award (a) contract(s) in respect of any part(s) of the [services] covered by this notice; and

(IV). to award contract(s) in stages.

and in no circumstances will the Authority be liable for any costs incurred by candidates.

### **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

### Department of Education - Council for the Curriculum, Examinations and Assessment (CCEA)

- Public Procurement Organisation Number: PCWP-8538-ZXYY

29 Clarendon Road, Clarendon Dock

Belfast

BT1 3BG

United Kingdom

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

Website:

<https://www.education-ni.gov.uk/contacts/council-curriculum-examinations-assessment-ccea>

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 & Services Division**

Summary of their role in this procurement: Construction and Procurement Delivery - 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)

Website: <https://www.finance-ni.gov.uk/topics/procurement>

Region: UKN06 - Belfast

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## **Contact organisation**

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