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Tender

## **Provision of Print Services**

Abertay University

F02: Contract notice

Notice identifier: 2025/S 000-046394

Procurement identifier (OCID): ocds-h6vhtk-058228

Published 6 August 2025, 10:04am

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

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

Abertay University

Bell Street

Dundee

DD1 1HG

#### **Contact**

Nicci Robertson

#### **Email**

[procurement@abertay.ac.uk](mailto:procurement@abertay.ac.uk)

#### **Telephone**

+44 1382308995

#### **Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<http://www.abertay.ac.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00103](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00103)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

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

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/go/9635627801987E4CD6BD>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/go/9635627801987E4CD6BD>

**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**

Provision of Print Services

Reference number

002-AU-PRO-2526

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

- 79810000 - Printing services

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

Services

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

Abertay University is seeking to appoint suitably qualified and experienced suppliers to deliver a comprehensive range of Print Services to support the University's operational, academic, and promotional activities.

We are looking for suppliers who can demonstrate a strong track record in providing high-quality, cost-effective, and sustainable print solutions.

Suppliers should be able to offer flexible turnaround times, consistent quality assurance, and environmentally responsible practices aligned with the University's sustainability goals.

This is an exciting opportunity to partner with Abertay University and contribute to the delivery of professional and impactful printed materials across a dynamic and innovative academic environment.

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

Value excluding VAT: £240,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

### **II.2.1) Title**

Prospectus

Lot No

1

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

- 79810000 - Printing services

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

NUTS codes

- UKM71 - Angus and Dundee City

Main site or place of performance

Abertay University

Bell Street

Dundee

DD1 1HG

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

Printing and Storage of the University's Undergraduate Prospectus

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

Quality criterion - Name: Prospectus / Weighting: 30

Quality criterion - Name: Design / Weighting: 5

Quality criterion - Name: Material / Weighting: 15

Quality criterion - Name: Cover Finish / Weighting: 5

Quality criterion - Name: Proof / Weighting: 20

Quality criterion - Name: Production and Distribution / Weighting: 20

Quality criterion - Name: Storage and Future Delivery / Weighting: 5

Price - Weighting: 40

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

Value excluding VAT: £60,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

24 months extension period

#### **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

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

#### **II.2.1) Title**

Short Print Run

Lot No

2

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

- 79810000 - Printing services

**II.2.3) Place of performance**

NUTS codes

- UKM71 - Angus and Dundee City

Main site or place of performance

Abertay University

Bell Street

Dundee

DD1 1HG

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

Standard stationery; All general sheet-fed work (four colour process, spot colour and digital) to include booklet, posters, leaflets; and Large Format Colour Printing

**II.2.5) Award criteria**

Quality criterion - Name: Short Run Print / Weighting: 20

Quality criterion - Name: Quotes / Weighting: 15

Quality criterion - Name: Processing and Ordering / Weighting: 15

Quality criterion - Name: Proofs / Weighting: 20

Quality criterion - Name: Response Times / Weighting: 15

Quality criterion - Name: Delivery / Weighting: 15

Price - Weighting: 40

**II.2.6) Estimated value**

Value excluding VAT: £150,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

24 Months extension period

**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

### **III.2) Conditions related to the contract**

#### **III.2.3) Information about staff responsible for the performance of the contract**

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 3

#### **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 September 2025

Local time

12:00pm

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

English

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

Date

8 September 2025

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 buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 29826.  
For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

(SC Ref:806497)

**VI.4) Procedures for review**

**VI.4.1) Review body**

Dundee Sherriff and Justice of the Peace Courts

6 West Bell Street

Dundee

DD1 9AD

Country

United Kingdom

**VI.4.2) Body responsible for mediation procedures**

Dundee Sherriff and Justice of the Peace Courts

6 West Bell Street

Dundee

DD1 9AD

Country

United Kingdom