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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

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

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.publctenderscotland.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.publctenderscotland.publiccontractsscotland.gov.uk/go/9635627801987E4CD6BD>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

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

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

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

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 Sheriff 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 Sheriff and Justice of the Peace Courts

6 West Bell Street

Dundee

DD1 9AD

Country

United Kingdom