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Contract

Multifunctional Devices (MFDs) and Managed Print Services - Lot 1

The Mayor and Commonalty and Citizens of the City of London

F03: Contract award notice

Notice identifier: 2025/S 000-048618

Procurement identifier (OCID): ocids-h6vhtk-04dc61

Published 14 August 2025, 9:38am

Section I: Contracting authority

I.1) Name and addresses

The Mayor and Commonalty and Citizens of the City of London

Po Box 270, Guildhall

London

EC2P 2EJ

Email

mitchell.walker@cityoflondon.gov.uk

Telephone

+44 2076063030

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<https://www.cityoflondon.gov.uk>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Multifunctional Devices (MFDs) and Managed Print Services - Lot 1

Reference number

prj_28 or itt_23, itt_24

II.1.2) Main CPV code

- 79810000 - Printing services

II.1.3) Type of contract

Services

II.1.4) Short description

Lot 1 –

The City of London Corporation (the City) has appointed a supplier for the provision of a Multifunctional Devices (MFDs) and Managed Print Service provider. The primary aim of this contract is to provide the Corporation and associated departments with a Managed Print Service that builds upon the existing service. We are partnering to initially provide a

like-for-like replacement of services, and then work with us to put in place a print strategy in order to optimise the service, including reducing usage and machines. The partner will scrutinise services, recommend best practice, and deliver a more efficient print operation that includes changing behaviour across the organisation.

Lot 2 – Print Room Services

The City of London Corporation (the City) has appointed a supplier for the provision of a Multifunctional Devices (MFDs) and Managed Print Service provider for the Print Room, at the Guildhall, London, EC2P 2EJ. The primary aim of this contract is to provide the Printing department (Print Room), 5th floor West Wing, Guildhall, City of London Corporation, a Multifunctional Device service provision.

The role and main function of this department mainly consists of printing perfect bound committee agendas for the Town Clerk's department's committee team.

Other functions include:

- Printing Payslips for the Chamberlains department of the City of London Corporation.
- Various types of print for the Election of Lord Mayor and Admission of Sheriffs ceremonies, for example: Booklets, Flyers, Cards, Ballots and Passes.
- Other print jobs upon request from other Departments across the Corporation, such as: Menu Cards for the Cook & Butler's Kitchen, wire-bound booklets and posters (up to SRA3 size).

Lot 1 contract value, over 7 years (5+2): £2,096,442.18+VAT.

Lot 2 contract value over 7 years (5+2): £202,433.79+VAT.

II.1.6) Information about lots

This contract is divided into lots: Yes

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £2,298,875.97

II.2) Description

II.2.1) Title

Multifunctional Devices (MFDs) and Managed Print Services

Lot No

1

II.2.2) Additional CPV code(s)

- 79810000 - Printing services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

Main site or place of performance

Guildhall, London

II.2.4) Description of the procurement

Lot 1 - Multifunctional Devices (MFDs) and Managed Print Services:

The Digital Information & Technology Services (DITS) Team have appointed a managed print provider. The Corporation's current Managed Print service contract ends in March 2026. This contract covers City of London Corporation, City of London Police, Barbican, Libraries (including public printing), Schools and Print room with a print fleet of 540 devices deployed at around 34 post codes. The print volumes in many areas in the Corporation have reduced post pandemic while some have returned to pre-pandemic levels. The Project's objective is to procure a new Multifunctional Devices (MFDs) and Managed Print Services contract to replace the current contract.

The initial duration of the contract is 5 years, subject to the right of the City (at its sole discretion) to exercise its right to extend the term of the contract for up to 2 years in line with the published Terms and Conditions. Therefore, the total potential duration of the contract, including extensions, is 7 years.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 60

Cost criterion - Name: Commercial / Weighting: 40

II.2.11) Information about options

Options: Yes

Description of options

The duration of the contract is 60 months (5 years), subject to the right of the City (at its sole discretion) to exercise its right to extend the Contract for a further 24 months (2 years). The maximum length of the contract is therefore 84 months (7 years).

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

Multifunctional Devices (MFDs) and Managed Print Services - Print Room Services

Lot No

2

II.2.2) Additional CPV code(s)

- 79810000 - Printing services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

Main site or place of performance

Guildhall, London

II.2.4) Description of the procurement

ot 1 - Multifunctional Devices (MFDs) and Managed Print Services:

The Digital Information & Technology Services (DITS) Team have appointed a managed print provider. The Corporation's current Managed Print service contract ends in March 2026. This contract covers City of London Corporation, City of London Police, Barbican, Libraries (including public printing), Schools and Print room with a print fleet of 540 devices deployed at around 34 post codes. The print volumes in many areas in the Corporation have reduced post pandemic while some have returned to pre-pandemic levels. The Project's objective is to procure a new Multifunctional Devices (MFDs) and

Managed Print Services contract to replace the current contract.

The initial duration of the contract is 5 years, subject to the right of the City (at its sole discretion) to exercise its right to extend the term of the contract for up to 2 years in line with the published Terms and Conditions. Therefore, the total potential duration of the contract, including extensions, is 7 years.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 60

Cost criterion - Name: Commercial / Weighting: 40

II.2.11) Information about options

Options: Yes

Description of options

The duration of the contract is 60 months (5 years), subject to the right of the City (at its sole discretion) to exercise its right to extend the Contract for a further 24 months (2 years). The maximum length of the contract is therefore 84 months (7 years).

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 IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

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.2.1) Previous publication concerning this procedure

Notice number: [2025/S 000-004026](#)

IV.2.9) Information about termination of call for competition in the form of a prior information notice

The contracting authority will not award any further contracts based on the above prior information notice

Section V. Award of contract

Contract No

1

Title

Multifunctional Devices (MFDs) and Managed Print Services

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

31 July 2025

V.2.2) Information about tenders

Number of tenders received: 3

Number of tenders received by electronic means: 3

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Aurora Managed Services

1-2 Castle Lane

London

SW1E 6DR

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £2,096,442.18

Total value of the contract/lot: £2,096,442.18

Section V. Award of contract

Contract No

COL_30853

Lot No

2

Title

Multifunctional Devices (MFDs) and Managed Print Services - Print Room Services

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

31 July 2025

V.2.2) Information about tenders

Number of tenders received: 2

Number of tenders received by electronic means: 2

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Konica Minolta Business Solutions (UK) Limited

Konica House

Basildon

SS14 3AR

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £202,433.79

Total value of the contract/lot: £202,433.79

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

High Court of England and Wales

Royal Courts of Justice, The Strand

London

WC1A 2LL

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

High Court of England and Wales

Royal Courts of Justice, The Strand

London

WC1A 2LL

Country

United Kingdom

VI.4.4) Service from which information about the review procedure may be obtained

Cabinet Office

70 Whitehall

London

SW1A 2AS

Country

United Kingdom