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Contract

## **Provision of Postal Services for Velindre University NHS Trust**

NHS Wales Shared Services Partnership-Procurement Services (hosted by Velindre University NHS Trust)

F03: Contract award notice

Notice identifier: 2025/S 000-051215

Procurement identifier (OCID): ocds-h6vhtk-058da6

Published 26 August 2025, 11:49am

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

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

NHS Wales Shared Services Partnership-Procurement Services (hosted by Velindre University NHS Trust)

4-5 Charnwood Court,, Heol Billingsley, Parc Nantgarw

Cardiff

CF15 7QZ

#### **Contact**

Jessica Moeran

#### **Email**

[jessica.moeran2@wales.nhs.uk](mailto:jessica.moeran2@wales.nhs.uk)

#### **Telephone**

+44 2921501500

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<http://nwssp.nhs.wales/ourservices/procurement-services/>

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0221](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0221)

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

The contract is awarded by a central purchasing body

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Health

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

Provision of Postal Services for Velindre University NHS Trust

Reference number

VEL-DCO (25-26) 49

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

- 64112000 - Postal services related to letters

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

Services

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

Velindre University NHS Trust requires the provision of postal services and the ability to top up franking machines used within Velindre Cancer Centre (VCC). These machines are vital for managing the distribution of high volumes of physical mail, including critical patient communications such as appointment letters, admission notices, treatment plans, and general

hospital correspondence.

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

This contract is divided into lots: No

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

Value excluding VAT: £420,000

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

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

- 64112000 - Postal services related to letters

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

NUTS codes

- UKL22 - Cardiff and Vale of Glamorgan

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

Procurement Services contacted all suppliers listed under Lot 1 of the CCS Framework for Postal Services & Solutions (RM6280) to gauge interest in the opportunity. During this exercise, it was confirmed that only the original manufacturer of the existing equipment is legally permitted to provide services for the machine currently in use. As the department uses a Pitney Bowes SendPro2000 franking machine, it was therefore decided to proceed with a direct award to Pitney Bowes for continued support.

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

Price

#### **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 IV. Procedure**

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

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

Award of a contract without prior publication of a call for competition in the cases listed below

- Service contract to be awarded to the winner or one of winners under the rules of a design contest

Explanation:

Direct award via the Crown Commercial Services Postal

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

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## **Section V. Award of contract**

### **Contract No**

VEL-DCO (25-26) 49

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

25 June 2025

#### **V.2.2) Information about tenders**

Number of tenders received: 1

Number of tenders received from SMEs: 0

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 1

Number of tenders received by electronic means: 1

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

#### **V.2.3) Name and address of the contractor**

PITNEY BOWES LIMITED

5 Churchill Place, 10th Floor

London

E145HU

Telephone

+44 7702852320

Country

United Kingdom

NUTS code

- UKI - London

The contractor is an SME

No

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

Total value of the contract/lot: £420,000

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## **Section VI. Complementary information**

### **VI.3) Additional information**

(WA Ref:154994)

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom