

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/051215-2025>

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

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

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

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

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

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

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