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Tender

Wessex Learning Trust - Provision of Multi-functional Devices

Wessex Learning Trust

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-057721

Procurement identifier (OCID): ocids-h6vhtk-059d2d

Published 18 September 2025, 1:48pm

Scope

Reference

WLT01.03

Description

This tender opportunity has been issued by Wessex Learning Trust ("the Trust"). The proposed contract will be for the provision of Multi-functional Devices ("the service"). It is the Trust's expectation that the Tenderer shall be responsible for the supply, services and goods to the Trust and will include Multi-Functional Devices (MFD's) and Print Management Software. The Tenderer will be responsible for the supply of hardware, software, consumables, and replacement parts. The Tenderer will also provide installation, maintenance, removal, disposal, and training services to the Trust. The contract is to include 4- hour response time, fixed lease and a service maintenance contract of the MFDs.

Total value (estimated)

- £600,000 excluding VAT
- £720,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 5 January 2026 to 31 December 2030
- Possible extension to 31 December 2031
- 5 years, 11 months, 27 days

Description of possible extension:

Option of a further year extension to enable co-terminus end dates of the maintenance contract with the leases

Main procurement category

Goods

Additional procurement category

Services

CPV classifications

- 30120000 - Photocopying and offset printing equipment
- 30100000 - Office machinery, equipment and supplies except computers, printers and furniture

- 30121000 - Photocopying and thermocopying equipment
- 30121100 - Photocopiers

Contract locations

- UKK23 - Somerset

Participation

Legal and financial capacity conditions of participation

Financial appraisal consisting of a credit check

Technical ability conditions of participation

Provide 3 relevant previous contract examples To constitute a pass, the contract examples provided shall be relevant to the requirement, with a sufficient level of detail that provides confidence in the Tenderer's established past experience in similar and relevant projects/contracts. The contracts must be within the education sector and similar complexity and working on more than one site within the contract.

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

23 October 2025, 12:00pm

Tender submission deadline

23 October 2025, 12:00pm

Submission address and any special instructions

https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=97845&B=

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

1 December 2025

Award criteria

Name	Description	Type	Weighting
Price	Price	Price	40%
Proposed Solution	Proposed Solution	Quality	20%

Name	Description	Type	Weighting
Account Support Management & Monitoring	Account Support Management & Monitoring	Quality	20%
Implementation Management	Implementation Management	Quality	15%
Sustainability	Sustainability	Quality	5%

Other information

Payment terms

Quarterly invoice payments for the leases and monthly invoicing in arrears for the maintenance contract broken down by school and print volumes

Description of risks to contract performance

Risks to contract performance are: Compliance and Regulatory Risks: Failure to comply with regulations and standards can lead to legal penalties and increased liability. Regular updates to safety regulations may require ongoing adjustments to the contract and services provided. Operational Risks: Delays in response times for the provision of workers. Not being able to fulfil the bookings Financial Risks: Inaccurate cost estimates or underfunding can lead to incomplete or substandard service delivery. Vendor Risks: A Contractor may fail to meet contractual obligations or commit a material breach. Contractor may face operational or financial difficulties. Technological Risks: Outdated or incompatible technology can hinder the effectiveness of fire and security systems. Cybersecurity threats to digital security systems can compromise sensitive information and system integrity. Communication Risks: Poor communication between the Contractor and the Trust can lead to misunderstandings and unmet expectations. Lack of clear protocols for reporting and addressing issues can delay resolution and increase risks.

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Justification for not publishing a preliminary market engagement notice

The justification is that the requirements are not complex or niche and the Contracting Authority already has an understanding of what they want the service to deliver and the market is known.

Contracting authority

Wessex Learning Trust

- Public Procurement Organisation Number: PMBL-4155-MYDV

Station Road,

Cheddar, Somerset

BS27 3AQ

United Kingdom

Contact name: Emma May

Telephone: 01934 745363

Email: office@wessexlearningtrust.co.uk

Website: <https://wessexlearningtrust.co.uk/>

Region: UKK23 - Somerset

Organisation type: Public authority - central government

Other organisation

These organisations are carrying out the procurement, or part of it, on behalf of the contracting authorities.

PHP Law LLP

Summary of their role in this procurement: Procurement Consultant

- Public Procurement Organisation Number: PPRM-9434-VNYQ

Unit 3 The Brutus Centre Station Road Totnes

Totnes

TQ9 5RW

United Kingdom

Contact name: Claire Jones

Email: claire.jones@phplaw.co.uk

Region: UKK43 - Devon CC

Contact organisation

Contact PHP Law LLP for any enquiries.