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Tender

## Marketing brochures - Regent Theatre

Ipswich Borough Council

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

Notice identifier: 2025/S 000-058382

Procurement identifier (OCID): ocds-h6vhtk-059ec6 ([view related notices](#))

Published 22 September 2025, 10:40am

### Scope

### Description

The printing, posting and delivery of marketing brochures - 2 brochures per year.

First brochure for delivery in November 2025.

### Total value (estimated)

- £90,000 excluding VAT
- £108,000 including VAT

Below the relevant threshold

### Contract dates (estimated)

- 1 November 2025 to 31 October 2028

- 3 years

## **Main procurement category**

Goods

## **CPV classifications**

- 22100000 - Printed books, brochures and leaflets
- 22140000 - Leaflets
- 22150000 - Brochures

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## **Submission**

### **Tender submission deadline**

13 October 2025, 11:00am

### **Submission address and any special instructions**

<http://www.suffolksourcing.uk> for all procurement documents and to submit.

### **Tenders may be submitted electronically**

Yes

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## **Award criteria**

Please see procurement documents. 60% price and 40% quality split.

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## **Procedure**

### **Procedure type**

Below threshold - open competition

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## **Contracting authority**

### **Ipswich Borough Council**

- Public Procurement Organisation Number: PPLT-7247-DMBJ

Grafton House, 15-17 Russell Road

Ipswich

IP1 2DE

United Kingdom

Email: [procurement@ipswich.gov.uk](mailto:procurement@ipswich.gov.uk)

Region: UKH14 - Suffolk

Organisation type: Public authority - sub-central government