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Award

## **Election Printing and Electoral Registration Printing**

Chelmsford City Council

UK6: Contract award notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-065683

Procurement identifier (OCID): ocds-h6vhtk-054dd4 ([view related notices](#))

Published 15 October 2025, 4:08pm

## **Scope**

## **Reference**

959428069

## **Description**

1. Chelmsford City Council is procuring Election Printing and Electoral Registration Printing as per the specification documents.
2. Contract term - Chelmsford City Council propose to enter into a Contract with the winning Tenderer for a period of 3 years with the option of 2 individual 1 year extensions (i.e. 3+1+1 years)
3. Value of the contract – The Council have estimated the contract value to be approximately £250,000 per annum, depending on the election schedule and this is not a commitment to spend.

To view this notice, please click here:

<https://www.delta-esourcing.com/delta/viewNotice.html?noticeId=987207960>

## **Contract 1. Election Printing and Electoral Registration Printing**

### **Supplier**

- Civica Election Services Limited

### **Contract value**

- £1,250,000 excluding VAT
- £1,500,000 including VAT

Above the relevant threshold

### **Award decision date**

15 October 2025

### **Date assessment summaries were sent to tenderers**

15 October 2025

### **Standstill period**

- End: 24 October 2025
- 8 working days

## **Earliest date the contract will be signed**

28 October 2025

## **Contract dates (estimated)**

- 9 February 2026 to 6 February 2029
- Possible extension to 6 February 2031
- 4 years, 11 months, 26 days

Description of possible extension:

Two additional extensions of one year each

## **Main procurement category**

Services

## **CPV classifications**

- 22000000 - Printed matter and related products
- 64000000 - Postal and telecommunications services

## **Contract locations**

- UKH3 - Essex

## Information about tenders

- 8 tenders received
- 8 tenders assessed in the final stage:
  - 2 submitted by small and medium-sized enterprises (SME)
  - 0 submitted by voluntary, community and social enterprises (VCSE)
- 1 supplier awarded contracts
- 7 suppliers unsuccessful (details included for contracts over £5 million)

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## Procedure

### Procedure type

Open procedure

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## Supplier

### Civica Election Services Limited

- Companies House: 02263092

The Election Centre, 33 Clarendon Rd

London

N8 0NW

United Kingdom

Contact name: Simon Hearn

Telephone: 020 8365 8909

Email: [Simon.hearn@civica.com](mailto:Simon.hearn@civica.com)

Region: UKI43 - Haringey and Islington

Small or medium-sized enterprise (SME): No

Voluntary, community or social enterprise (VCSE): No

Supported employment provider: No

Public service mutual: No

Contract 1. Election Printing and Electoral Registration Printing

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## Contracting authority

### **Chelmsford City Council**

- Public Procurement Organisation Number: PYRZ-1467-WNJW

Duke Street, Chelmsford

Chelmsford

CM1 1JE

United Kingdom

Contact name: Harrison Crick

Telephone: 01245 606777

Email: [harrison.crick@chelmsford.gov.uk](mailto:harrison.crick@chelmsford.gov.uk)

Region: UKH36 - Heart of Essex

Organisation type: Public authority - sub-central government