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Tender

## Off Site Document Storage

General Medical Council (GMC)

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

Notice identifier: 2025/S 000-067744

Procurement identifier (OCID): ocds-h6vhtk-05d249 ([view related notices](#))

Published 23 October 2025, 11:36am

## Scope

## Reference

GMC2189

## Description

By March 2026, we will hold approx. 34,000 cubic ft or 950 cubic metres of boxed paper records indexed at file and box level. We are currently working on a reconsolidation retention and disposal project and each month we request approx. 450 items at file or box level and return approximately 150 items, there are also approx 20 new boxes per month. We currently have a requirement to destroy approximately 500 boxes of box level material each year, this will reduce over time.

Storage conditions must ensure the ongoing preservation, security and accessibility of the material, while supporting sustainable and environmentally responsible practices.

Although the GMC also has offices in London, Belfast, Cardiff and Edinburgh, all storage, deliveries and collections under this contract will relate solely to our Manchester Office. We either scan or courier requested material to our other offices due to low request volumes.

**Total value (estimated)**

- £375,000 excluding VAT
- £450,000 including VAT

Above the relevant threshold

**Contract dates (estimated)**

- 8 March 2026 to 7 March 2029
- Possible extension to 7 March 2031
- 5 years

Description of possible extension:

Should service continue to be satisfactory

**Main procurement category**

Services

**CPV classifications**

- 79131000 - Documentation services

**Contract locations**

- UK - United Kingdom

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## Submission

### Tender submission deadline

28 November 2025, 12:00pm

### Submission address and any special instructions

[www.mytenders.co.uk](http://www.mytenders.co.uk)

### Tenders may be submitted electronically

Yes

### Languages that may be used for submission

English

### Award decision date (estimated)

12 January 2026

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## Award criteria

Name	Type	Weighting
Quality	Quality	65.00%
Price	Price	25.00%
Social Value	Quality	10.00%

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## Other information

### Conflicts assessment prepared/revised

Yes

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## Procedure

### Procedure type

Open procedure

### Justification for not publishing a preliminary market engagement notice

Unnecessary

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## Documents

### Associated tender documents

[https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder\\_FileDownload.aspx?id=616741](https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=616741)

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[https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder\\_FileDownload.aspx?id=616742](https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=616742)

Requirements

[https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder\\_FileDownload.aspx?id=616743](https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=616743)

Terms and conditions

[https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder\\_FileDownload.aspx?id=616757](https://www.mytenders.co.uk/Authority/NoticeBuilder/NoticeBuilder_FileDownload.aspx?id=616757)

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## **Contracting authority**

### **General Medical Council (GMC)**

- Charity Commission (England and Wales): 1089278

3 Hardman Street

Manchester

M3 3AW

United Kingdom

Email: [gmctenders@gmc-uk.org](mailto:gmctenders@gmc-uk.org)

Website: <http://www.gmc-uk.org>

Region: UKD33 - Manchester

Organisation type: Public authority - sub-central government