

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/072335-2025>

Tender

Invitation to Tender for Electoral Printing & Postage

South Ribble Borough Council
Chorley Council

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

Notice identifier: 2025/S 000-072335

Procurement identifier (OCID): ocds-h6vhtk-05dd82

Published 10 November 2025, 11:44am

Scope

Reference

DN795058

Description

This contract is for delivery of print services for elections and electoral registration within Chorley and South Ribble councils.

The contract will commence January 2026 for an initial 3 year period, with the potential to extend for a further 2 years until January 2031.

Total value (estimated)

- £650,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 16 March 2026 to 16 March 2029
- Possible extension to 15 March 2031
- 5 years

Description of possible extension:

The contract will commence March 2026 for an initial 3 year period, with the potential to extend for a further 2 years until March 2031.

Main procurement category

Goods

CPV classifications

- 22821000 - Electoral forms
- 79810000 - Printing services

Contract locations

- UKD45 - Mid Lancashire
 - UKD47 - Chorley and West Lancashire
-

Participation

Legal and financial capacity conditions of participation

Please see Tender Documentation.

Technical ability conditions of participation

Please see Tender Documentation.

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Enquiry deadline

5 December 2025, 12:00pm

Tender submission deadline

12 December 2025, 12:00pm

Submission address and any special instructions

This tender can be found at: <https://www.the-chest.org.uk/> under reference: DN795058

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

26 January 2026

Award criteria

Name	Type	Weighting
Award Questionnaire	Quality	60%
Commercial	Price	25%
Social Value	Quality	15%

Other information**Conflicts assessment prepared/revised**

Yes

Procedure

Procedure type

Open procedure

Contracting authorities

South Ribble Borough Council

- Public Procurement Organisation Number: PHRY-1373-GMVN

Civic Centre, W Paddock

Leyland

PR25 1DH

United Kingdom

Email: procurement@southribble.gov.uk

Region: UKD45 - Mid Lancashire

Organisation type: Public authority - sub-central government

Chorley Council

- Public Procurement Organisation Number: PBDH-2434-XWYH

Union Street

Chorley

PR7 1AL

United Kingdom

Email: procurement@chorley.gov.uk

Region: UKD47 - Chorley and West Lancashire

Organisation type: Public authority - sub-central government

Contact organisation

Contact South Ribble Borough Council for any enquiries.