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Tender

## Office Supplies 2026

SUPPLY CHAIN COORDINATION LIMITED

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

Notice identifier: 2025/S 000-079973

Procurement identifier (OCID): ocds-h6vhtk-05ef4a

Published 5 December 2025, 9:18am

## Scope

## Reference

1616

## Description

Opportunity

Non-exclusive framework agreement for the supply of Office Supplies via the Stock/eDirect/Direct route to market. This includes but is not limited to; Office Supplies products - Copier Paper, General Stationery, EOS Branded and Remanufactured cartridges, Envelopes, Labels, Technology.

This framework agreement is for a total of 48 months. Precise quantities are unknown. It is anticipated that total expenditure will be in the region of GBP £100,000,000 Ex Vat / £120,000,000 Inc Vat over the duration of this framework agreement. However, this is approximate only and the values may vary depending on the requirements of those bodies purchasing under the framework agreement.

Suppliers are required to register themselves on the Central Digital Platform by using the

following link; Suppliers: How to register your organisation and first administrator on Find a Tender in three easy steps (HTML) - GOV.UK

The Framework Agreement between NHS Supply Chain and successful suppliers will reserve the right to purchase the same or similar supplies and/or services from suppliers not appointed to the Framework Agreement at its sole discretion.

PLEASE NOTE: Due to a system issue the previously published notices are not linked. The OCID is ocids-h6vhtk-0521b4 for reference.

## REGISTRATION

1. Use URL <https://nhssupplychain.app.jaggaer.com//> to access the NHS Supply Chain Procurement portal.

2. If not yet registered:

- Click on the 'Not Registered Yet' link to access the registration page.
- Complete the registration pages as guided by the mini guide found on the landing page.

## PORTAL ACCESS

If registration has been completed:

- Login with URL <https://nhssupplychain.app.jaggaer.com//>
- Click on "SQs Open to All Suppliers"

## EXPRESSION OF INTEREST

- Find " SQ\_616" and click on the blue text. Select Express interest.

If you have any queries regarding the NHS Jaggaer E-procurement Portal or completing your expression of interest on this system, please contact our Support Helpdesk managed by Jaggaer on telephone: 0800 0698630 or by E-mail: [help\\_uk@jaggaer.com](mailto:help_uk@jaggaer.com)

## Commercial tool

Establishes a framework

**Total value (estimated)**

- £100,000,000 excluding VAT
- £120,000,000 including VAT

Above the relevant threshold

**Contract dates (estimated)**

- 13 July 2026 to 12 July 2030
- 4 years

**Main procurement category**

Goods

**Contract locations**

- UK - United Kingdom

**Not the same for all lots**

CPV classifications are shown in Lot sections, because they are not the same for all lots.

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**Lot 1. Copier Paper**

## **Description**

All Copier paper products and associated products.

## **Lot value (estimated)**

- £29,166,666.67 excluding VAT
- £35,000,000 including VAT

Framework lot values may be shared with other lots

## **CPV classifications**

- 30197630 - Printing paper

## **Same for all lots**

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot 2. General Stationery**

### **Description**

All Office Stationery products

### **Lot value (estimated)**

- £30,000,000 excluding VAT
- £36,000,000 including VAT

Framework lot values may be shared with other lots

### **CPV classifications**

- 30192700 - Stationery

### **Same for all lots**

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot 3. OEM Branded Cartridges**

### **Description**

Inkjet and Laser Original Equipment Manufactured Cartridges

### **Lot value (estimated)**

- £8,333,333.33 excluding VAT
- £10,000,000 including VAT

Framework lot values may be shared with other lots

### **CPV classifications**

- 35331500 - Cartridges

### **Same for all lots**

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot 4. Remanufactured and Compatible Cartridges**

### **Description**

Inkjet and Laser Remanufactured and Compatible Cartridges

### **Lot value (estimated)**

- £8,333,333.33 excluding VAT
- £10,000,000 including VAT

Framework lot values may be shared with other lots

### **CPV classifications**

- 35331500 - Cartridges

### **Same for all lots**

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot 5. Envelopes**

### **Description**

DL, C4, C5, C6 Pocket, Wallet, window and non-window envelopes plus additional mailroom products.

### **Lot value (estimated)**

- £6,666,666.67 excluding VAT
- £8,000,000 including VAT

Framework lot values may be shared with other lots

### **CPV classifications**

- 30199230 - Envelopes

### **Same for all lots**

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot 6. Office Labels and Specialist Labels**

### **Description**

Laser Labels for use in Office.

Specialist Labels for use in various departments including autoclavable, cryo and other bespoke or specialist label products.

### **Lot value (estimated)**

- £7,500,000 excluding VAT

- £9,000,000 including VAT

Framework lot values may be shared with other lots

## **CPV classifications**

- 30199760 - Labels

## **Same for all lots**

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Lot 7. Technology Consumables**

### **Description**

All Technology items commonly used in an Office space. Including, cables, adapters, chargers, computer peripherals etc.

### **Lot value (estimated)**

- £10,000,000 excluding VAT
- £12,000,000 including VAT

Framework lot values may be shared with other lots

## **CPV classifications**

- 30237300 - Computer supplies



## **Same for all lots**

Contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

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## **Framework**

### **Maximum number of suppliers**

Unlimited

### **Maximum percentage fee charged to suppliers**

0%

### **Framework operation description**

This procurement exercise will be conducted on the NHS Supply Chain eProcurement portal at <https://nhssupplychain.app.jaggaer.com/>

Applicants wishing to be considered for this contract must register their expression of interest and provide additional procurement-specific information (if required) through the NHS Supply Chain eProcurement portal as follows:

Registration:

1) use URL <https://nhssupplychain.app.jaggaer.com/> to access the NHS Supply Chain Procurement portal;

2) if not yet registered:

- click on the 'Register Here' link to access the registration page,
- complete the registration pages.

#### Portal access:

If registration has been completed:

- login with URL <https://nhssupplychain.app.jaggaer.com/>
- Applicants should download the Supplier Userguide located within the eProcurement portal.
- Select "My ITT's",
- Select the three "..." to the top right hand side of the screen.
- Select "Help for Suppliers". This will then open a new screen with a library of guidance document and a video which will guide you through how to submit a compliant bid.

#### Tender Submission:

- Login with URL <https://nhssupplychain.app.jaggaer.com/>
- Click on "ITT's Open to All Suppliers"
- Find "ITT\_1906" and click on the blue text. Select Express interest.
- All queries must be sent through the Jaggaer Messaging centre

#### Support:

If you have any queries regarding the NHS Jaggaer E-procurement Portal or completing your submission, please contact our Support Helpdesk managed by Jaggaer on telephone: 0800 0698630 or by E-mail: [help\\_uk@jaggaer.com](mailto:help_uk@jaggaer.com)

### **Award method when using the framework**

Either with or without competition

### **Contracting authorities that may use the framework**

Establishing party only

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## **Participation**

### **Particular suitability**

**Lot 1. Copier Paper**

**Lot 2. General Stationery**

**Lot 3. OEM Branded Cartridges**

**Lot 4. Remanufactured and Compatible Cartridges**

**Lot 5. Envelopes**

**Lot 6. Office Labels and Specialist Labels**

**Lot 7. Technology Consumables**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

24 December 2025, 3:00pm

### **Tender submission deadline**

7 January 2026, 3:00pm

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

<https://nhssupplychain.app.jaggaer.com/>

## **Tenders may be submitted electronically**

Yes

## **Languages that may be used for submission**

English

## **Award decision date (estimated)**

27 February 2026

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## **Award criteria**

<b>Name</b>	<b>Type</b>	<b>Weighting</b>
Non-Financial	Quality	60%
Financial	Cost	40%

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## **Other information**

### **Conflicts assessment prepared/revised**

Yes

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## **Procedure**

## Procedure type

Open procedure

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## Contracting authority

### SUPPLY CHAIN COORDINATION LIMITED

- Public Procurement Organisation Number: PLLH-1887-BMRL

Wellington House, 133-155 Waterloo Road

London

SE1 8UG

United Kingdom

Email: [facilitiesandofficesolutionssupport@supplychain.nhs.uk](mailto:facilitiesandofficesolutionssupport@supplychain.nhs.uk)

Website: <https://www.supplychain.nhs.uk/>

Region: UKI45 - Lambeth

Organisation type: Public authority - sub-central government

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## Other organisation

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

contracting authorities.

## **North of England Commercial Procurement Collaborative**

Summary of their role in this procurement: North of England Commercial Procurement Collaborative (hosted by Leeds and York Partnership NHS Foundation Trust), as agent, for and on behalf of Supply Chain Coordination Limited ("SCCL")

- Public Procurement Organisation Number: PTJM-6566-YTJZ

Don Valley House, Saville Street East

Sheffield

S4 7UQ

United Kingdom

Email: [facilitiesandofficesolutionssupport@supplychain.nhs.uk](mailto:facilitiesandofficesolutionssupport@supplychain.nhs.uk)

Region: UKE32 - Sheffield

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## **Contact organisation**

Contact North of England Commercial Procurement Collaborative for any enquiries.