

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/082038-2025>

Tender

Printer Lease Renewal

The Queen Elizabeth Conference Centre

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

Notice identifier: 2025/S 000-082038

Procurement identifier (OCID): ocds-h6vhtk-05f3f7

Published 11 December 2025, 2:09pm

Scope

Description

This project involves the full replacement of nine multifunction devices (MFDs) through a comprehensive leasing solution, providing modern, secure-print-enabled hardware supported by integrated cloud-based print management software. The leased devices will deliver reliable, high-quality printing, scanning, and copying while enhancing security through user authentication, encrypted workflows, and controlled access to sensitive documents.

The cloud-hosted software will enable centralized management, usage tracking, automated consumables monitoring, and remote support to improve efficiency and reduce administrative workload. The project scope includes installation, configuration, user onboarding, and ongoing maintenance delivered throughout the five-year contract term. The leasing model ensures predictable costs, lifecycle management, and straightforward device refreshes, providing a scalable and cost-effective platform that supports evolving organisational needs.

Total value (estimated)

- £34,000 excluding VAT
- £40,800 including VAT

Below the relevant threshold

Contract dates (estimated)

- 18 December 2025 to 17 December 2030
- 5 years

Main procurement category

Goods

CPV classifications

- 30232100 - Printers and plotters

Contract locations

- UKI - London

Participation

This procurement is reserved for

UK suppliers

Particular suitability

Small and medium-sized enterprises (SME)

Submission

Tender submission deadline

16 December 2025, 11:59pm

Submission address and any special instructions

Email: James.Morris@qeiicentre.london

Tenders may be submitted electronically

No

Award criteria

Most advantageous Tender

Procedure

Procedure type

Below threshold - open competition

Contracting authority

The Queen Elizabeth Conference Centre

- Public Procurement Organisation Number: PLXN-8621-WRWP

Broad Sanctuary

London

SW1P 3EE

United Kingdom

Email: invoice@qeicentre.london

Region: UKI32 - Westminster

Organisation type: Public authority - central government