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Tender

## Supply and Maintenance of Multi Function Devices and Photocopiers to Education Authority (EA) Schools

Education Authority

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

Notice identifier: 2025/S 000-082752

Procurement identifier (OCID): ocds-h6vhtk-055d20

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## Scope

## Reference

ICT-25-012

## Description

The Education Authority (EA) invites tenders for the provision of Supply and Maintenance of Multi Function Devices and Photocopiers to individual schools within Northern Ireland for a period of 4 years. This framework agreement is let by the Northern Ireland Education Authority (“EA”) and is open to the NI educational bodies as follows and at some point, during the life of the framework agreement these bodies may wish to utilise the agreement and should have access, at any point, with the permission of EA. <https://www.education-ni.gov.uk/services/schools-plus> Primary and Post Primary schools under the control of the EA. Catholic Maintained Schools, Independent Schools in NI, Irish Medium Schools in NI, both Controlled and Voluntary Grammar Schools, Nursery School for NI (both controlled and Catholic Maintained), Pre-Schools and Nurseries included within the EA's Pre-School

Education Programme (PSEP).

## **Commercial tool**

Establishes a framework

### **Total value (estimated)**

- £19,500,000 excluding VAT
- £19,500,000 including VAT

Above the relevant threshold

### **Contract dates (estimated)**

- 1 February 2026 to 31 January 2030
- 4 years

### **Main procurement category**

Services

### **CPV classifications**

- 79800000 - Printing and related services
- 79810000 - Printing services
- 72000000 - IT services: consulting, software development, Internet and support

## Framework

### Maximum number of suppliers

5

### Maximum percentage fee charged to suppliers

0.25%

### Further information about fees

As per tender documents

### Framework operation description

Clients may either conduct mini competition or utilise direct award as per tender documents

### 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**

### **Legal and financial capacity conditions of participation**

As per tender documents

### **Technical ability conditions of participation**

As per tender documents

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## **Submission**

### **Enquiry deadline**

7 January 2026, 3:00pm

### **Tender submission deadline**

14 January 2026, 3:00pm

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

<https://etendersni.gov.uk/>

## **Tenders may be submitted electronically**

Yes

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

English

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

21 January 2026

## **Recurring procurement**

Publication date of next tender notice (estimated): 1 November 2029

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## **Award criteria**

<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
AC4 - Cost	Suppliers must download and complete the document “Financial Response” The document must then be uploaded into the financial envelope on eTendersNI.	Cost	60%
AC1 - Contract Management & Reporting	Tenderers must include Quality comprehensive details of the methodology and escalation procedures that will be employed to	Quality	20%

Name	Description	Type	Weighting
	<p>deal with any poor performance matters that may occur during the contract duration.</p> <p>Tenderers are asked to consider the scale, scope and complexity of the requirements in their response.</p> <p>Tenderers response should include:</p> <ul style="list-style-type: none"> <li>• Any quality control systems and checks that will be in place to ensure that the services are delivered in line with the requirements of the specification</li> <li>• How the SLA and KPIs can be met throughout the Framework period, and the period associated with any Call-Offs</li> <li>• Details of the initial and ongoing training proposed for your internal staff and for the EA client</li> <li>• The process for the reporting, management and resolution of calls for service or support.</li> <li>• Detail of how you will ensure continuous improvement throughout the contract term for all clients</li> <li>• The contingency arrangements for support and maintenance</li> <li>• The quality and sourcing of parts which will be provided</li> </ul>		

Name	Description	Type	Weighting
AC2 - Sustainability	<p>With reference to the information provided in the Specification document , tenderers are required to detail how their proposed solution will support the EA's drive to deliver a sustainable print/photocopy service across the schools estate. Suppliers should propose how they aim to meet sustainability requirements. Your response should consider the following sustainability elements:</p> <p>Environmental Social Economic</p>	Quality	10%
AC3 - Social value	<p>Tenderers are required to complete and submit with their tender response a Social Value Delivery plan identifying and demonstrating how their proposals will deliver against the Social Value requirements as detailed in PPN 01 21 - Social Value in Procurement Word master.pdf These include but are not limited to: a. Creating training schemes that address skills gaps within the workplace that result in recognised qualifications. b.</p>	Quality	10%

Name	Description	Type	Weighting
	<p>Promotion of awareness of careers and recruitment opportunities relating to known skills shortages or in high growth sectors relating to the subject matter of the contract. c.</p> <p>Identification of opportunities to grow supplier diversity in the contract supply chain or in the location/community where the contract is performed, including SME and VCSE participation and new business creation. d.</p> <p>Building innovative and/or disruptive technologies into network solutions that increase efficiency, quality, whilst reducing the overall cost baseline. The proposals contained within your Social Value Delivery Plan should also include where relevant and possible:</p> <ul style="list-style-type: none"> <li>o The activities you will undertake and the timescales for delivery of the social value requirements;</li> <li>o Quantifiable metrics for each activity</li> <li>o For example, this may include: number of hours of support or training; a bespoke</li> </ul>		

Name	Description	Type	Weighting
	<p>policy or strategy related to the contract; number of hours/weeks offered to promote awareness of careers and recruitment opportunities; o The resources, both internal and external, you will use to plan and deliver the social value requirements (this should include details of suppliers in your supply chain); o How you will engage if necessary with key stakeholders; o Confirmation that the planned activities are additional to activities your organisation already undertakes; (All activities included in your o response should be forward looking, additional activities that are directly related to this contract) and, o How you will monitor and report on the delivery of the social value requirements and address any performance issues.</p>		

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## Other information

### Description of risks to contract performance

The Buyer considers the risk of an epidemic/pandemic situation to be a risk which could jeopardise performance of this Framework but due to the nature of this risk, cannot be fully addressed at this point. The Buyer therefore considers that a future modification of the Framework may be required should this risk materialise during the term of the Framework.

## **Applicable trade agreements**

- Government Procurement Agreement (GPA)

## **Conflicts assessment prepared/revised**

Yes

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## **Procedure**

### **Procedure type**

Open procedure

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## **Contracting authority**

### **Education Authority**

- Public Procurement Organisation Number: PPHJ-6982-JPXY

40 Academy Street

Belfast

BT1 2NQ

United Kingdom

Email: [ict.procure@eani.org.uk](mailto:ict.procure@eani.org.uk)

Website: <https://www.eani.org.uk/>

Region: UKN06 - Belfast

Organisation type: Public authority - central government

Devolved regulations that apply: Northern Ireland