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Tender

Specialised Paper and Wide Format Media

Fife Council

F02: Contract notice

Notice identifier: 2025/S 000-085628

Procurement identifier (OCID): ocds-h6vhtk-02ff31

Published 23 December 2025, 8:44am

Section I: Contracting authority

I.1) Name and addresses

Fife Council

Fife House, North Street

Glenrothes

KY7 5LT

Email

aaron.muir@fife.gov.uk

Telephone

+44 3451550000

Country

United Kingdom

NUTS code

UKM72 - Clackmannanshire and Fife

Internet address(es)

Main address

<http://www.fife.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00187

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

www.publiccontractsscotland.gov.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.publiccontractsscotland.gov.uk

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Specialised Paper and Wide Format Media

Reference number

CFM0449

II.1.2) Main CPV code

- 30197630 - Printing paper

II.1.3) Type of contract

Supplies

II.1.4) Short description

Fife Council's central print unit is Fife Council's first point of contact for all print related services. Fife Council require to appoint suitable contractors with the ability to supply a range of specialist digital papers and wide format media

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

A3 and A4 coloured copier paper and SRA3 digital paper

Lot No

2

II.2.2) Additional CPV code(s)

- 30199310 - Embossed or perforated printing paper

- 30197630 - Printing paper

II.2.3) Place of performance

NUTS codes

- UKM72 - Clackmannanshire and Fife

II.2.4) Description of the procurement

Fife Council's central print unit is Fife Council's first point of contact for all print related services. Fife Council require to appoint suitable contractors with the ability to supply a range of specialist digital papers and wide format media

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

12 month extension available.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Carbonless Paper

Lot No

1

II.2.2) Additional CPV code(s)

- 30197630 - Printing paper
- 30199130 - Carbonless paper

II.2.3) Place of performance

NUTS codes

- UKM72 - Clackmannanshire and Fife

II.2.4) Description of the procurement

Fife Council's central print unit is Fife Council's first point of contact for all print related services. Fife Council require to appoint suitable contractors with the ability to supply a range of specialist digital papers and wide format media

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

12 month extension available.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Wide Format Media

Lot No

3

II.2.2) Additional CPV code(s)

- 30199130 - Carbonless paper
- 22993400 - Corrugated paper or paperboard
- 30199300 - Embossed or perforated paper
- 30197630 - Printing paper
- 30197642 - Photocopier paper and xerographic paper
- 30197643 - Photocopier paper
- 30199400 - Gummed or adhesive paper
- 30199410 - Self-adhesive paper

II.2.3) Place of performance

NUTS codes

- UKM72 - Clackmannanshire and Fife

II.2.4) Description of the procurement

Fife Council's central print unit is Fife Council's first point of contact for all print related services. Fife Council require to appoint suitable contractors with the ability to supply a range of specialist digital papers and wide format media

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Options: No

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The procurement is related to a project and/or programme financed by European Union funds: No

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Included in SPD.

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

Notice number: [2022/S 000-020844](#)

IV.2.2) Time limit for receipt of tenders or requests to participate

Date

20 January 2026

Local time

12:00pm

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Tender must be valid until: 20 January 2026

IV.2.7) Conditions for opening of tenders

Date

20 January 2026

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Winter 2029 unless the extension period is utilised.

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=819286.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

Community benefits are included in this requirement. For more information see:

<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

Scored question included in tender.

(SC Ref:819286)

Download the ESPD document here:

https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=819286

VI.4) Procedures for review

VI.4.1) Review body

Kirkcaldy Sheriff Court

Kirkcaldy

Country

United Kingdom