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Planning

Print & Mail Services

ENERGIA GROUP NI HOLDINGS LIMITED

UK3: Planned procurement notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-085877

Procurement identifier (OCID): ocds-h6vhtk-05fca8

Published 23 December 2025, 2:27pm

Scope

Reference

EG26001

Description

IMPORTANT: THIS IS NOT AN INVITATION TO TENDER - THIS NOTICE IS TO ALERT THE MARKET THAT IT IS OUR INTENTION TO TENDER LATE JANUARY 2026.

The provision of Print &, Mail Services is expected to commence in November 2026, although the Supplier will be expected to work with Energia Group to facilitate the implementation of the Print & Mail Service prior to commencement

Overview of Requirement.

Please note the below descriptions are subject to change. Stating the descriptions in this notice is to provide a high-level overview of the potential contract scope. Full details of the scope will be provided in the invitation to tender documents.

The procurement of bill and letter print services (Print Services) and mail services for the delivery of those bills and letters (Mail Services) from Energia Group two brand's - Energia (based in Republic of Ireland) and PowerNI (located in Northern Ireland) to our domestic and commercial customers addresses, to include:

- providing print materials, including stationery and envelopes;
- printing letters endorsed with either the Power NI or Energia brand via a white paper solution;
- Interfacing with a mail service provider
- providing daily, weekly and monthly operational reporting, including transactional data, stocking levels and management reporting.
- providing postal and courier services for the final delivery of bills, letters and other mail to customers addresses.

Total value (estimated)

- £14,200,000 excluding VAT
- £17,000,000 including VAT

Above the relevant threshold

Contract dates (estimated)

- 24 November 2026 to 23 November 2029
- Possible extension to 23 November 2031
- 5 years

Description of possible extension:

2 X 12 month extension periods

Main procurement category

Services

CPV classifications

- 79800000 - Printing and related services

Contract locations

- UKN - Northern Ireland
- IE - Ireland

Submission

Publication date of tender notice (estimated)

23 January 2026

Enquiry deadline

6 February 2026, 12:00pm

Submission type

Tenders

Tender submission deadline

27 February 2026, 12:00pm

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

29 June 2026

Recurring procurement

Publication date of next tender notice (estimated): 30 November 2030

Other information

Payment terms

45 days

Description of risks to contract performance

Additional cost due to rising fees from Postage costs. Stock costs - paper etc.

Procedure

Procedure type

Competitive flexible procedure

Special regime

Utilities

Contracting authority

ENERGIA GROUP NI HOLDINGS LIMITED

- Companies House: NI033250
- Public Procurement Organisation Number: PDPH-4346-JGHQ

Greenwood House, 64 Newforge Lane

Belfast

BT9 5NF

United Kingdom

Email: procurement@energiagroup.com

Region: UKN06 - Belfast

Organisation type: Private utility

Devolved regulations that apply: Northern Ireland