

**United Kingdom-London: Printing services**

OJ S 5/2017 07/01/2017

**Contract notice****Services****Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Department for the Environment, Food and Rural Affairs

Postal address: 17 Nobel House

Town: London

NUTS code: UK United Kingdom

Postal code: SW1P 3JR

Country: United Kingdom

Contact person: Jeffrey Bunting

E-mail: [Jeff.Bunting@environment-agency.gov.uk](mailto:Jeff.Bunting@environment-agency.gov.uk)

Telephone: +44 7760474155

**Internet address(es):**Main address: <https://www.gov.uk/government/organisations/department-for-environment-food-rural-affairs>Address of the buyer profile: <https://www.gov.uk/government/organisations/department-for-environment-food-rural-affairs>**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:

<https://defra.bravosolution.co.uk/web/login.html>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://defra.bravosolution.co.uk/web/login.html>[bravosolution.co.uk/web/login.html](https://defra.bravosolution.co.uk/web/login.html)

Tenders or requests to participate must be submitted to the abovementioned address

**I.4. Type of the contracting authority**

Ministry or any other national or federal authority, including their regional or local subdivisions

**I.5. Main activity**

Environment

**Section II: Object**

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**II.1. Scope of the procurement****II.1.1. Title**

Defra — UnITy Programme — Managed Print Services.

**II.1.2.**

**Main CPV code**

79810000 Printing services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

This contract is for the delivery of Managed Print Services. The contract will replace existing managed print services which are delivered by 2 separate service suppliers to the Environment Agency and Defra. The contract is for the provision of multi-functional printing devices, the maintenance of those devices and services which allow end users to print, fax and scan using those devices. The initial recipients of the services will be the Core Defra group (Defra, Natural England, The Environment Agency, The Rural Payments Agency, Marine Management Organisation and The Animal and Plant Health Agency). Other organisations in the Defra Group may opt to receive services during the term of the contract. The services will be provided in the service recipients' offices in the UK.

**II.1.5. Estimated total value**

Value excluding VAT: 11 900 000,00 GBP

**II.1.6. Information about lots**

This contract is divided into lots: no

**II.2. Description****II.2.2. Additional CPV code(s)**

48824000 Printer servers, 48770000 General, compression and print utility software package, 79820000 Services related to printing, 79800000 Printing and related services, 48773000 Print utility software package, 48773100 Print-spooling software package, 42962000 Printing and graphics equipment, 30232150 Inkjet printers, 79811000 Digital printing services, 30120000 Photocopying and offset printing equipment, 30232130 Colour graphics printers, 30232110 Laser printers, 30232100 Printers and plotters, 30121000 Photocopying and thermocopying equipment

**II.2.3. Place of performance**

NUTS code: UK United Kingdom

Main site or place of performance: 371 sites in England.

**II.2.4. Description of the procurement**

The Managed Print Service will be provided to Defra and other organisations in the Core Defra Group (Natural England, The Environment Agency, The Rural Payments Agency, Marine Management Organisation and The Animal and Plant Health Agency). The following Defra Group organisations may opt to receive services during the term of the contract:

- Forestry Commission;
- The Water Services Regulation Authority;
- Centre for Environment, Fisheries and Aquaculture Science;
- Veterinary Medicines Directorate;
- Agriculture and Horticulture Development Board;
- Board of Trustees of the Royal Botanic Gardens Kew;
- Consumer Council for Water;
- Joint Nature Conservation Committee;
- North York Moors National Park Authority;
- Northumberland National Park Authority;

- Peak District National Park Authority;
- South Downs National Park Authority;
- UK Coordinating Body;
- Yorkshire Dales National Park Authority;
- National Forest Company;
- Sea Fish Industry Authority;
- Advisory Committee on Releases to the Environment;
- Independent Agricultural Appeals Panel;
- Science Advisory Council;
- Veterinary Products Committee;
- Plant Varieties and Seeds Tribunal;
- Broads Authority;
- Covent Garden Market Authority;
- Dartmoor National Park Authority;
- Drinking Water Inspectorate;
- Exmoor National Park Authority;
- Lake District National Park Authority;
- New Forest National Park Authority.

The supplier will be required to provide the following:

- Multi-functional devices (including photocopying, scanning and faxing);
- Print-only devices;
- Large format printers; and
- Specialist printing to media other than paper.

The current contracts deliver services to both Defra and the Environment Agency across 371 sites in the UK, of which 161 are offices, 131 stores or depots and the remainder a mixture of low print-usage facilities. Currently print volumes across the two providers are in the region of 3 400 000 black and white sheets per month and 1 900 000 colour sheets per month but the expectation is that these figures will reduce during the period of the proposed Contract via supplier-led initiatives.

The service is to be made available to 21 000 staff across the UK.

#### **II.2.5. Award criteria**

Criteria below

- Quality criterion - Name: Commercial / Weighting: 9 %
- Quality criterion - Name: Service Design and Operation / Weighting: 24 %
- Quality criterion - Name: Implementation / Weighting: 21 %
- Quality criterion - Name: Sustainability / Weighting: 6 %
- Quality criterion - Name: Price / Weighting: 40 %
- Cost criterion - Name: Baseline (expected) scenario / Weighting: 55 %
- Cost criterion - Name: As-Is Scenario / Weighting: 15 %
- Cost criterion - Name: Low utilisation Scenario / Weighting: 30 %

#### **II.2.6. Estimated value**

Value excluding VAT: 11 900 000,00 GBP

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

- Duration in months: 60
- This contract is subject to renewal: yes
- Description of renewals:
- 2 x 12 month extensions at the discretion of Defra.

### **II.2.9. Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 4

### **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.2.14. Additional information**

## **Section III: Legal, economic, financial and technical information**

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### **III.1. Conditions for participation**

#### **III.1.2. Economic and financial standing**

List and brief description of selection criteria:

Selection criteria as stated in the procurement documents. List and brief description of selection criteria: minimum turnover of 100 % of the proposed contract value; Financial standing of Standard and Poor grade 2; Public Liability Insurance to 2 000 000 GBP per event; Professional Indemnity Insurance of 1 000 000 GBP per event.

#### **III.1.3. Technical and professional ability**

List and brief description of selection criteria:

Selection criteria as stated in the Procurement documents List and brief description of selection criteria:

Service Coverage, Service Operation, Service Management, Implementation Management, Printing Solution, Continual Service Improvement, Environmental Management Measures.

## **Section IV: Procedure**

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### **IV.1. Description**

#### **IV.1.1. Type of procedure**

Competitive procedure with negotiation

#### **IV.1.3. Information about a framework agreement or a dynamic purchasing system**

#### **IV.1.5. Information about negotiation**

The contracting authority reserves the right to award the contract on the basis of the initial tenders without conducting negotiations

#### **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.2.2. Time limit for receipt of tenders or requests to participate**

Date: 23/01/2017 Local time: 11:00

#### **IV.2.3.**

**Estimated date of dispatch of invitations to tender or to participate to selected candidates**

Date: 13/02/2017

**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**

Duration in months: 12 (from the date stated for receipt of tender)

**Section VI: Complementary information**

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**VI.1. Information about recurrence**

This is a recurrent procurement: no

**VI.2. Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

**VI.3. Additional information**

The estimated total value is based on the estimated value of providing the services to Defra and the Environment Agency (11 290 000 GBP) for an 84-month term. That figure has been increased to reflect the possibility that a number of other Defra Group organisations will opt to receive services during the term of the contract taking the total to 11 900 000 GBP. If other Defra Group organisations do opt to receive services, the supplier will be required to provide services at other sites in the UK.

**VI.4. Procedures for review**

**VI.4.1. Review body**

Official name: Royal Courts of Justice

Town: London

Postal code: WC1A 2LL

Country: United Kingdom

**VI.5. Date of dispatch of this notice**

04/01/2017