

United Kingdom-Ballymena: Toilet paper, handkerchiefs, hand towels and serviettes

OJ S 12/2014 17/01/2014

Contract notice

Supplies

Directive 2004/18/EC**Section I: Contracting authority**

I.1. Name and addresses

Official name: North Eastern Education and Library Board

Postal address: Purchasing Branch, County Hall, 182 Galgorm Road

Town: Ballymena

Postal code: BT42 1HN

Country: United Kingdom

For the attention of: Francine Scullion

E-mail: procurement@neelb.org.uk

Telephone: +44 2825662330

Fax: +44 2825662581

Additional information can be obtained from:

the abovementioned address

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

the abovementioned address

Tenders or requests to participate must be submitted: the abovementioned address**I.2. Type of the contracting authority**

Regional or local authority

I.3. Main activity

Education

I.4. Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: yes

Section II: Object of the contract

II.1. Description**II.1.1. Title attributed to the contract by the contracting authority**

Tender for Paper Hygiene Products.

II.1.2. Type of contract and place of performance or delivery

Supplies

Purchase

Main site or place of performance: Various education establishments within Northern Ireland.

NUTS code UK United Kingdom

II.1.3. Information about a framework agreement or a dynamic purchasing system

The notice involves a public contract

II.1.4. Information about framework agreement

II.1.5. Short description of the contract or purchase(s)

Supply and Delivery of Paper Hygiene Products as required to various individual education establishments in Northern Ireland for the period 1.4.2014 to 31.3.2016 (with an option to extend for 2 further 12 month periods).

II.1.6. CPV code(s)

33760000 Toilet paper, handkerchiefs, hand towels and serviettes

II.1.7. Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: no

II.1.8. Lots

This contract is divided into lots: no

II.1.9. Information about variants

Variants will be accepted: no

II.2. Scope of the procurement

II.2.1. Total quantity or scope

Estimated value excluding VAT: 1 800 000 GBP

II.2.2. Information about options

II.2.3. Information about renewals

II.3. Duration of the contract or time limit for completion

Start 1.4.2014. Completion 31.3.2018

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

III.1.2. Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them

III.1.3. Legal form to be taken by the group of economic operators to whom the contract is to be awarded

III.1.4. Contract performance conditions

The performance of the contract is subject to particular conditions: yes

Description of particular conditions: See tender documents.

III.2. Conditions for participation

III.2.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

III.2.2. Economic and financial ability

List and brief description of conditions: See tender documents.

III.2.3. Technical and professional ability

List and brief description of conditions:

See tender documents.

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

III.3.2. Information about staff responsible for the performance of the contract

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Open

IV.1.2. Information about the limits on the number of candidates to be invited

IV.1.3. Information about reduction of the number of solutions or tenders during negotiation or dialogue

IV.2. Award criteria

IV.2.1. Award criteria

The most economically advantageous tender in terms of Price is not the only award criterion and all criteria are stated only in the procurement documents

IV.2.2. Information about electronic auction

An electronic auction will be used: no

IV.3. Administrative information

IV.3.1. File reference number attributed by the contracting authority

30305

IV.3.2. Previous publication concerning this procedure

no

IV.3.3. Conditions for obtaining specifications and additional documents or descriptive document

IV.3.4. Time limit for receipt of tenders or requests to participate

27.2.2014 - 16:00

IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates

IV.3.6. Languages in which tenders or requests to participate may be submitted

English.

IV.3.7. Minimum time frame during which the tenderer must maintain the tender

Duration in days: 90 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Date: 28.2.2014 - 09:00

Place:

County Hall, Ballymena.

Persons authorised to be present at the opening of tenders: no

Section VI: Complementary information

VI.1. Information about recurrence

VI.2. Information about European Union funds

VI.3. Additional information

Suppliers Instructions How to Express Interest in this Tender~:

1. Register your company on the eSourcing portal (this is only required once): <https://e-sourcingni.bravosolution.co.uk> and click the link to register.
 - Accept the terms and conditions and click 'continue'.
 - Enter your correct business and user details.
 - Note the username you chose and click 'Save' when complete.
 - You will shortly receive an email with your unique password (please keep this secure).
2. Express an Interest in the tender:
 - Login to the portal with the username/password.
 - Click the 'PQQs / ITTs Open To All Suppliers' link. (These are Pre-Qualification Questionnaires or Invitations to Tender open to any registered supplier).
 - Click on the relevant PQQ/ ITT to access the content.
 - Click the 'Express Interest' button at the top of the page.
 - This will move the PQQ /ITT into your 'My PQQs/ My ITTs' page. (This is a secure area reserved for your projects only.)
 - You can now access any attachments by clicking 'Buyer Attachments' in the 'PQQ/ ITT Details' box.
3. Responding to the tender:
 - Click 'My Response' under 'PQQ/ ITT Details', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if declining).
 - You can now use the 'Messages' function to communicate with the buyer and seek any clarification.
 - Note the deadline for completion, then follow the onscreen instructions to complete the PQQ/ ITT.
 - There may be a mixture of online and offline actions for you to perform (there is detailed online help available) You must then submit your reply using the 'Submit Response' button at the top of the page. If you require any further assistance please consult the online help, or contact the eTendering help desk.

VI.4. Procedures for review

VI.4.1. Review body

Official name: North Eastern Education and Library Board
Postal address: Purchasing Branch, 182 Galgorm Road
Town: Ballymena
Postal code: BT42 1HN
Country: United Kingdom
E-mail: francine.scullion@neelb.org.uk
Telephone: +44 2825662330
Fax: +44 2825662581

Body responsible for mediation procedures

Official name: North Eastern Education and Library Board
Postal address: Purchasing Branch, 182 Galgorm Road

Town: Ballymena
Postal code: BT42 1HN
Country: United Kingdom
E-mail: francine.scullion@neelb.org.uk
Telephone: +44 2825662330
Fax: +44 2825662581

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: CPD will incorporate a standstill period at the point information on the award of the contract is communicated to tenderers. That notification will provide full information on the award decision. The standstill period, which will be for a minimum of 10 calendar days, provides time for unsuccessful tenderers to challenge the award decision before the contract is entered into.

The Public Contracts Regulations 2006 (SI 2006 No 5)/ Utilities Contracts.

Regulations (SI 2005 No 6) ~~*** (delete as appropriate) ***~~ provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland).

VI.4.3. Service from which information about the review procedure may be obtained

Official name: North Eastern Education and Library Board

Postal address: Purchasing Branch, 182 Galgorm Road

Town: Ballymena

Postal code: BT42 1HN

Country: United Kingdom

E-mail: francine.scullion@neelb.org.uk

Telephone: +44 2825662330

Fax: +44 2825662581

VI.5. Date of dispatch of this notice

15.1.2014