

UK-West Bromwich: photocopiers
OJ S 22/2012 02/02/2012
Contract notice
Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Accord Group
Postal address: 178 Birmingham Road
Town: West Bromwich
Postal code: B70 6QG
Country: United Kingdom
For the attention of: Joanne Antcliff
E-mail: joanne.antcliff@accordgroup.org.uk
Telephone: +44 121500-2094

Internet address(es):

General address of the contracting authority: <http://accordgroup.org.uk>

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

Body governed by public law

I.3. Main activity

Housing and community amenities

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

The contracting authority is purchasing on behalf of other contracting authorities: no

Section II: Object of the contract

II.1. Description

II.1.1. Title attributed to the contract by the contracting authority

Supply & maintenance of photocopiers & multi functional devices.

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

Services

NUTS code

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)

The Accord Group is seeking to appoint a single provider for the supply and maintenance of photocopiers and multi functional devices & supply of consumables. All photocopiers and multi functional devices supplied under this contract must be brand new and capable of copying / printing on all types and weights of paper, including 100 % recycled paper, labels and cards. Equipment will be chosen by the Accord Group dependent on the needs of each site and where possible standardised across the estate.

The Accord Group is only seeking tenderers who can demonstrate the ability of working on similar size and complexity organisations.

II.1.6. CPV code(s)

30121100 Photocopiers, 30191000 Office equipment except furniture, 50313200 Photocopier maintenance services, 50300000 Repair, maintenance and associated services related to personal computers, office equipment, telecommunications and audio-visual equipment

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: yes
Tenders may be submitted for all lots

II.1.9. Information about variants

Variants will be accepted: yes

II.2. Scope of the procurement

II.2.1. Total quantity or scope

The Accord Group is seeking to appoint one single provider for the supply and maintenance of photocopiers & multi functional devices. The provider will also be expected to provide consumables across its 7 group members, across the West Midlands.

All equipment supplied under this contract must be brand new and capable of copying / printing on varying weights and types of plain paper, including all grades of 100 % recycled paper, labels and transparencies. Multi functional devices must have the capability to be configured to scan, fax and function as network printers.

The Accord Group will select the most appropriate equipment suitable to the needs of the organisation and look to standardise where possible across the estate.

The Accord Group are seeking organisations that have a proven track record of delivering to similar size organisations.

The Accord Group will require shortlisted tenderers to make formal presentations for the supply and management of the Contract as well as conducting site visits.

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

This contract is subject to renewal: no

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

Duration in months: 36 (from the award of the contract)

Information about lots

Lot No: 1

1) Short description

As detailed within the pre-qualification questionnaire and tender documents.

2) CPV code(s)

30191000 Office equipment except furniture, 30121100 Photocopiers, 50313200 Photocopier maintenance services, 50300000 Repair, maintenance and associated services related to personal computers, office equipment, telecommunications and audio-visual equipment

3) Quantity or scope

As detailed within the pre-qualification questionnaire and tender documents.

4) Indication about different time frame or duration

5) Additional information about lots

As detailed within the pre-qualification questionnaire and tender documents.

Lot No: 2

Lot title: Photocopier and multi functional devices consumables

1) Short description

As detailed within the pre-qualification questionnaire and tender documents.

2) CPV code(s)

30125100 Toner cartridges

3) Quantity or scope

As detailed within the pre-qualification questionnaire and tender documents.

4) Indication about different time frame or duration

5) Additional information about lots

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

As detailed within the pre-qualification questionnaire and tender documents.

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

As detailed within the pre-qualification questionnaire and tender documents.

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

As detailed within the pre-qualification questionnaire and tender documents.

III.1.4. Contract performance conditions

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

Description of particular conditions: As detailed within the pre-qualification questionnaire and 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

List and brief description of conditions: As detailed within the pre-qualification questionnaire and tender documents.

III.2.2. Economic and financial ability

List and brief description of conditions: As detailed within the pre-qualification questionnaire and tender documents.

Minimum level(s) of standards possibly required: As detailed within the pre-qualification questionnaire and tender documents.

III.2.3. Technical and professional ability

List and brief description of conditions:

As detailed within the pre-qualification questionnaire and tender documents.

Minimum level(s) of standards possibly required:

As detailed within the pre-qualification questionnaire and tender documents.

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

Execution of the service is reserved to a particular profession: no

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

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: yes

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Restricted

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

Envisaged number of candidates: 5

Objective criteria for choosing the limited number of candidates: As detailed within the pre-qualification questionnaire and tender documents.

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

003

IV.3.2. Previous publication concerning this procedure

no

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

Time limit for receipt of requests for documents or for accessing documents: 13.3.2012 - 12:00

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

13.3.2012 - 12:00

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

20.3.2012

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

IV.3.8. Conditions for opening of tenders

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about European Union funds

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

VI.3. Additional information

As detailed within the pre-qualification questionnaire and tender documents.

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

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

VI.5. Date of dispatch of this notice

30.1.2012