

United Kingdom-Sunderland: Graphic design services

OJ S 30/2016 12/02/2016

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: The North East Automotive Alliance Limited
Postal address: RTC North, 1 Hylton Park, Wessington Way
Town: Sunderland
Postal code: SR5 3HD
Country: United Kingdom
For the attention of: Laura Gage
E-mail: lgage@northeastautomotivealliance.com
Telephone: +44 1915164400

Internet address(es):

General address of the contracting authority: <http://www.northeastautomotivealliance.com/>

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 agency/office

I.3. Main activity

Other: automotive membership body

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

100216 North East Automotive Alliance Design and Print Services.

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

Services

Service category No 13: Advertising services

NUTS code

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

The procurement involves the establishment of a framework agreement

II.1.4. Information about framework agreement

Framework agreement with a single operator

Duration of the framework agreement

Duration in months: 34

Estimated total value of purchases for the entire duration of the framework agreement

Estimated value excluding VAT:

Range: between 10 000 and 30 000 GBP

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

The NEAA is looking to select a provider that will be responsible for the supply of design and printing services. Design and printing requirements will vary and demand will be on an as and when basis.

II.1.6. CPV code(s)

79822500 Graphic design services, 79800000 Printing and related services

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

II.2. Scope of the procurement

II.2.1. Total quantity or scope

The NEAA is looking to select a provider that will be responsible for the supply of design and printing services. Design and printing requirements will vary and demand will be on an as and when basis.

Examples of the items may include but will not be limited to the following:

- Quarterly magazine printing (possible design), including mailing fulfilment service.
- Banner Stands.
- Business Cards.
- Datasheets.
- Event Guides.
- Flyers.
- Annual Directory.

We are now inviting companies to submit a proposal for this work. Your proposal should include:

- A brief description of your company.
- Examples of previous work which is relevant.
- An example breakdown of unit costs inclusive of all VAT, for example:
 - o 1 m wide banner stand design and print.
 - o x 500/ 1000 business card printing.
 - o x 1000 printing of 24 page A4 magazine, full colour on 170 gr silk.
 - o Pack and mail x 400 A4 booklets in polybag.
 - o x 2 000 double-sided flyers on 170 gsm (design itemised).
- A proposed workflow to show the interaction between yourself and NEAA from the time an order is placed to receiving the goods.

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: 34 (from the award of the contract)

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

The budget for this work will not exceed 30 000 GBP ex. VAT and items will be purchased on an ad hoc basis over the contract period. The contractor will be required to make all payments to all suppliers from this budget. NEAA does not bind itself to spending the full contract value. Tenders should quote for a breakdown of costs as per the tender requirements scope of work. Payment to account will be made in accordance with the North East Automotive Alliance Limited general terms and conditions of contract for services.

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

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

III.2.3. Technical and professional ability

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 Criteria below

1. Price — value for money. Weighting 30
2. Relevant experience and track record. Weighting 40
3. Understanding of project requirements and ability to deliver. Weighting 30

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

100216 North East Automotive Alliance Design and Print Services

IV.3.2. Previous publication concerning this procedure

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

25.2.2016 - 17:00

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

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

IV.3.8. Conditions for opening of tenders

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

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: yes

Identification of the project: Advancing the Competitiveness of NE Automotive SMEs (ACE SME).

VI.3. Additional information

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

11.2.2016