

United Kingdom-London: Postal services related to letters

OJ S 69/2014 08/04/2014

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Financial Services Compensation Scheme Limited

Postal address: 15 St Botolph Street, 10th Floor Beaufort House

Town: London

Postal code: EC3A 7QU

Country: United Kingdom

For the attention of: Procurement Team

E-mail: procurement@fscs.org.uk

Telephone: +44 2073758004

Internet address(es):

General address of the contracting authority: <http://www.fscs.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

Economic and financial affairs

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

FSCS 218 - Printing and Scanning Services (PASS).

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

Services

Service category No 27: Other services

Main site or place of performance: UK.

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)

FSCS is seeking a supplier that can provide the following services:

- Inbound document processing that includes mail sorting / logging, document verification, scanning, indexing and upload
- Physical document management that includes tracking of hard-copy documents, secure storage, archival / retrieval, returns / forwarding and disposal.
- Outbound document processing that includes printing, enveloping, franking and dispatch.

II.1.6. CPV code(s)

64112000 Postal services related to letters, 64122000 Internal office mail and messenger services, 75112000 Administrative services for business operations, 79811000 Digital printing services, 79810000 Printing services, 79820000 Services related to printing, 22450000 Security-type printed matter, 22458000 Bespoke printed matter

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

The estimated value of the contract is calculated on the basis that the lower value is forecast from 'Business as Usual' projections, and the upper value is an estimate assuming the failure of one or more large deposit takers (Banks, Building Societies) and/or Investment and Insurance Companies during the Term which would trigger the maximum production requirements.

Estimated value excluding VAT:

Range: between 3 500 000 and 13 500 000 GBP

II.2.2. Information about options

Options: yes

Description of options: The initial term of contract is for 36 months from award of contract. FSCS may, at its option extend this initial term by a further 24 months at its sole discretion.

II.2.3. Information about renewals

This contract is subject to renewal: yes

Number of possible renewals: 2

In the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts:

in months: 12 (from the award of the contract)

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

Duration in months: 60 (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

Details are set-out in the ITT (Invitation To Tender).

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

Details are set-out in the ITT (Invitation To Tender).

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

Please note that where a consortium or other grouping of suppliers submits a bid, such consortia and grouping must nominate a lead organisation to deal with the FSCS on all matters relative to the contract. All consortium members or grouping will be required to be jointly and severally liable in respect of the obligations and liabilities relating to the contract.

III.1.4. Contract performance conditions

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

Description of particular conditions: Details are to provided in the ITT (Invitation to Tender).

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: Details are set out in the Pre-Qualification Questionnaire (PQQ).

III.2.2. Economic and financial ability

List and brief description of conditions: Details are set out in the Pre-Qualification Questionnaire (PQQ).

Minimum level(s) of standards possibly required: Details are set out in the Pre-Qualification Questionnaire (PQQ).

III.2.3. Technical and professional ability

List and brief description of conditions:

Details are set out in the Pre-Qualification Questionnaire (PQQ).

Minimum level(s) of standards possibly required:

Details are set out in the Pre-Qualification Questionnaire (PQQ).

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: no

Section IV: Procedure

IV.1. Type of procedure

IV.1.1. Type of procedure

Accelerated restricted

Justification for the choice of accelerated procedure: The standard minimum time limits are impractical for reasons of urgency. The urgency arises from business dependencies on the procurement of this service, which has now become critical due to a prior failed process.

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: Details are set out in the Pre-Qualification Questionnaire (PQQ).

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

FSCS218 - Printing and Scanning Services (PASS).

IV.3.2. Previous publication concerning this procedure

no

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

Payable documents: no

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

25.4.2014 - 12:00

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

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

VI.4. Procedures for review

VI.4.1. Review body

Official name: The High Court of England & Wales

Country: United Kingdom

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

3.4.2014