

United Kingdom-Paisley: Printing and related services
OJ S 58/2019 22/03/2019
Contract award notice
Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Renfrewshire Council

Postal address: Renfrewshire House, Cotton Street

Town: Paisley

NUTS code: UKM83 Inverclyde, East Renfrewshire and Renfrewshire

Postal code: PA1 1JB

Country: United Kingdom

Contact person: Gillian Gordon

E-mail: gillian.gordon@renfrewshire.gov.uk

Telephone: +44 1416187043

Fax: +44 1416187050

Internet address(es):

Main address: <http://www.renfrewshire.gov.uk>

Address of the buyer profile: https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00400

I.1. Name and addresses

Official name: Renfrewshire Valuation Joint Board

Postal address: The Robertson Centre, 16 Glasgow Road

Town: Paisley

NUTS code: UK United Kingdom

Postal code: PA1 3QF

Country: United Kingdom

E-mail: shona.carlton@renfrewshire-vjb.gov.uk

Telephone: +44 1416185905

Fax: +44 1416185999

Internet address(es):

Main address: www.Renfrewshire-vjb.gov.uk

Address of the buyer profile: https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA27323

I.2. Information about joint procurement

The contract involves joint procurement

I.4. Type of the contracting authority

Regional or local authority

I.5. Main activity

General public services

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Print and Scan for RVJB
Reference number: RC_CPU_17_340

II.1.2. Main CPV code

79800000 Printing and related services

II.1.3. Type of contract

Services

II.1.4. Short description

Renfrewshire Valuation Joint Board, hereinafter referred to as RVJB, was established by the Valuation Joint Boards (Scotland) Order 1995 and it came into existence on 1.4.1996. The Board is responsible for the preparation and maintenance of the Electoral Register, Valuation Roll and the Council Tax Lists on behalf of the 3 constituent authorities namely East Renfrewshire, Inverclyde and Renfrewshire Councils.

Renfrewshire Council (the Council), on behalf of the RVJB, are seeking to procure an experienced service provider for the provision of print and scan services. Renfrewshire Council being the Lead Authority for Renfrewshire Valuation Joint Board (RVJB) in the shared electoral registration services for East Renfrewshire, Inverclyde and Renfrewshire Councils provide support services to the RVJB under a service level agreement.

II.1.6. Information about lots

This contract is divided into lots: no

II.1.7. Total value of the procurement

Value excluding VAT: 750 000,00 GBP

II.2. Description

II.2.2. Additional CPV code(s)

79800000 Printing and related services

II.2.3. Place of performance

NUTS code: UKM83 Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance: Renfrewshire, East Renfrewshire and Inverclyde.

II.2.4. Description of the procurement

Renfrewshire Council (the Council), on behalf of the RVJB, are seeking to procure an experienced service provider for the provision of print and scan services. Renfrewshire Council being the Lead Authority for Renfrewshire Valuation Joint Board (RVJB) in the shared electoral registration services for East Renfrewshire, Inverclyde and Renfrewshire Councils provide support services to the RVJB under a service level agreement.

The successful service provider will be expected to carry out the following services (please note this list is not exhaustive):

— the printing and postage of Household Enquiry Forms (HEF) for all bulk annual canvass mailings held during the contract period,

- the printing and postage of smaller volumes of Household Enquiry Forms (HEF) and Invitations to Register (ITR) on a rolling basis both within and out with annual canvass during the contract period,
- the receipt, opening sorting and scanning of A3 HEF's, ITR's and A4 Postal Vote Applications (single sided) on a rolling basis both within and out with the annual canvass,
- the printing and postage of postal vote applications annually,
- the printing and postage of poll cards as and when required,
- the printing and postage of Valuation and Council Tax documentation as and when required.

II.2.5. Award criteria

- Quality criterion - Name: Cyber security / Weighting: 5
- Quality criterion - Name: Community benefits / Weighting: 5
- Quality criterion - Name: Fair working practices / Weighting: 5
- Quality criterion - Name: Service proposal / Weighting: 20
- Quality criterion - Name: Audit and reporting procedures / Weighting: 10
- Quality criterion - Name: Contingency plans / Weighting: 10
- Quality criterion - Name: Sustainability / Weighting: 5
- Price - Weighting: 40

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

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015. Please see the ITT in PCS-Tender project relevant to this procurement and the other procurement documents for further information.

Section IV: Procedure

IV.1. Description

IV.1.1. Type of procedure

Open procedure

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

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.2.1. Previous publication concerning this procedure

Notice number in the OJ S: [2018/S 222-508001](#)

IV.2.8. Information about termination of dynamic purchasing system

IV.2.9. Information about termination of call for competition in the form of a prior information notice

Section V: Award of contract

Contract No: RC_CPU_17_340

A contract/lot is awarded: yes

V.2. Award of contract

V.2.1. Date of conclusion of the contract

15/03/2019

V.2.2. Information about tenders

Number of tenders received: 5

Number of tenders received from SMEs: 3

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 5

The contract has been awarded to a group of economic operators: no

V.2.3. Name and address of the contractor

Official name: Adare SEC Ltd

Postal address: Park Mill, Clayton West

Town: Huddersfield

NUTS code: UKE4 West Yorkshire

Postal code: HD8 9QQ

Country: United Kingdom

Telephone: +44 8445766770

The contractor is an SME: no

V.2.4. Information on value of the contract/lot

Total value of the contract/lot: 750 000,00 GBP

V.2.5. Information about subcontracting

The contract is likely to be subcontracted
Short description of the part of the contract to be subcontracted:

The scanning requirements will be sub-contracted

Section VI: Complementary information

VI.3. Additional information

1) Any contract awarded as a result of this tender exercise will be subject to Scots Law and the exclusive jurisdiction of the Scottish Courts;

2) Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015. (SC Ref: 577982)

VI.4. Procedures for review

VI.4.1. Review body

Official name: See V1.4.3

Town: See V1.4.3

Postal code: See V1.4.3

Country: United Kingdom

VI.4.2. Body responsible for mediation procedures

Official name: See V1.4.3

Town: See V1.4.3

Postal code: See V1.4.3

Country: United Kingdom

VI.4.3. Review procedure

Precise information on deadline(s) for review procedures:

An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 (SSI2105/446) (as amended) may bring proceedings in the Sheriff Court or Court of Session.

VI.4.4. Service from which information about the review procedure may be obtained

Official name: See V1.4.3

Town: See V1.4.3

Postal code: See V1.4.3

Country: United Kingdom

VI.5. Date of dispatch of this notice

19/03/2019