

**United Kingdom-Evesham: Reprographic supplies**  
**OJ S 90/2016 11/05/2016**  
**Contract notice**  
**Supplies**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

**I.1. Name and addresses**

Official name: Prince Henry's High School  
Postal address: Victoria Avenue  
Town: Evesham  
NUTS code: UKG12 Worcestershire  
Postal code: WR11 4QH  
Country: United Kingdom  
Contact person: The Litmus Partnership Ltd  
E-mail: [pqq@litmuspartnership.co.uk](mailto:pqq@litmuspartnership.co.uk)  
Telephone: +44 1276673880  
**Internet address(es):**  
Main address: <http://www.princehenrys.worcs.sch.uk>

**I.3. Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: [http://www.litmuspartnership.co.uk/project/prince\\_henrys\\_high\\_school](http://www.litmuspartnership.co.uk/project/prince_henrys_high_school)  
Additional information can be obtained from the abovementioned address  
Tenders or requests to participate must be submitted to the abovementioned address

**I.4. Type of the contracting authority**

Body governed by public law

**I.5. Main activity**

Education

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**Section II: Object**

**II.1. Scope of the procurement**

**II.1.1. Title**

Multi-functional and Reprographic Devices and Associated Print Services Tender — Prince Henry's High School.

**II.1.2. Main CPV code**

30192400 Reprographic supplies

**II.1.3. Type of contract**

Supplies

**II.1.4. Short description**

The successful tenderer will be required to provide, maintain and manage the multi-functional and reprographic devices and associated print services at Prince Henry's High School. The contract will commence on 1.11.2016 for 3 years.

**II.1.5. Estimated total value**

Value excluding VAT: 113 646,00 GBP

**II.1.6. Information about lots**

This contract is divided into lots: no

**II.2. Description**

**II.2.2. Additional CPV code(s)**

30121200 Photocopying equipment, 50313000 Maintenance and repair of reprographic machinery, 30125000 Parts and accessories of photocopying apparatus, 30192400 Reprographic supplies

**II.2.3. Place of performance**

NUTS code: UKG12 Worcestershire

Main site or place of performance: Prince Henry's High School, Evesham, Worcestershire, United Kingdom.

**II.2.4. Description of the procurement**

Prince Henry's High School consider that the current machines are adequate but wish for you to make cost saving recommendations for alternative devices that are more suited to the volumes produced and additionally, wish to investigate the option of changing the D&T copier for a colour device, with Student access.

The School will require PaperCut MF Print Management Software (or similar such as PCounter) and the software would need to be embedded into all devices, in order that staff could collect their printing from any machine within the School, via a pin code or USB biometric reader.

Software assurance should also be included, in order that Prince Henry's High School receive server and Client updates, year round.

Devices would need to be supported for Windows 7, 8 and 10 and also Mac OSX software up to Yosemite and IOS 8 — and Android up to Lollipop.

Further information is provided within the PQQ Document.

**II.2.5. Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

**II.2.6. Estimated value**

Value excluding VAT: 113 646,00 GBP

**II.2.7. Duration of the contract, framework agreement or dynamic purchasing system**

Start: 01/11/2016 End: 31/10/2019

This contract is subject to renewal: no

**II.2.9. Information about the limits on the number of candidates to be invited**

Envisaged minimum number: 5 Maximum number: 10 Objective criteria for choosing the limited number of candidates:

A minimum of 5 suppliers and a maximum of 10 suppliers will be taken forward to the tender stage of the process. Where less than 5 suppliers meet the minimum standards, only those that meet the minimum standards will be taken through to the tender stage. Where more than

5 suppliers meet the minimum standard, those suppliers with the highest scores will proceed to the tender stage.

**II.2.10. Information about variants**

Variants will be accepted: yes

**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**

**Section III: Legal, economic, financial and technical information**

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**III.1. Conditions for participation**

**III.1.2. Economic and financial standing**

Selection criteria as stated in the procurement documents

**III.1.3. Technical and professional ability**

Selection criteria as stated in the procurement documents

**Section IV: Procedure**

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**IV.1. Description**

**IV.1.1. Type of procedure**

Restricted 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.2.2. Time limit for receipt of tenders or requests to participate**

Date: 13/06/2016

**IV.2.3. Estimated date of dispatch of invitations to tender or to participate to selected candidates**

Date: 01/07/2016

**IV.2.4. Languages in which tenders or requests to participate may be submitted**

English

**Section VI: Complementary information**

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**VI.1. Information about recurrence**

This is a recurrent procurement: no

**VI.3. Additional information**

Interest in the pre-qualification process should be expressed via email only to: [pqq@litmuspartnership.co.uk](mailto:pqq@litmuspartnership.co.uk) clearly stating within this email which contract / notice you are referring to. Please also provide, as a minimum, a contact name, full company postal address and telephone number.

The pre-qualification questionnaire and associated documents can be obtained at: [http://www.litmuspartnership.co.uk/project/prince\\_henrys\\_high\\_school](http://www.litmuspartnership.co.uk/project/prince_henrys_high_school)

The closing date for receipt of the Pre-Qualification Questionnaire is 13.6.2016 (12:00).

Tenderers are required to ensure that documents are obtained and returned to The Litmus Partnership Limited, by email to [pqq@litmuspartnership.co.uk](mailto:pqq@litmuspartnership.co.uk) by the above closing date and time.

Documents in respect of economic / financial standing (where indicated in the Pre-Qualification Questionnaire) shall be returned to The Litmus Partnership Limited, by email to [pqq@litmuspartnership.co.uk](mailto:pqq@litmuspartnership.co.uk) by the above closing date and time.

It will be the Tenderer's responsibility to obtain any necessary documents in order to submit a response by the closing date and time.

The contracting authority reserves the right not to award any or part of the contract which is the subject of this OJEU notice and reserves the right to terminate the procurement process at any time.

The contracting authority will not be liable for any costs incurred by those expressing an interest in tendering for this contract opportunity.

The contracting authority will consider variant bids, evaluating them (so far as the variant or the evaluation of the variant is in the opinion of the contracting authority practicable) on the same basis as a conforming bid, but shall not be obliged to accept any such bid in preference to a conforming bid even if the variant bid scores more highly. No variant will be considered unless the bidder simultaneously submits a conforming bid.

#### **VI.4. Procedures for review**

##### **VI.4.1. Review body**

Official name: Prince Henry's High School

Town: Evesham

Country: United Kingdom

##### **VI.4.2. Body responsible for mediation procedures**

Official name: Prince Henry's High School

Town: Evesham

Country: United Kingdom

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

Official name: Prince Henry's High School

Town: Evesham

Country: United Kingdom

#### **VI.5. Date of dispatch of this notice**

09/05/2016