

United Kingdom-Nottingham: Printed matter and related products
OJ S 99/2017 24/05/2017
Contract award notice
Supplies

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Broxtowe Borough Council
Postal address: Town Hall, Foster Avenue, Beeston
Town: Nottingham
NUTS code: UKF East Midlands (England)
Postal code: NG9 1AB
Country: United Kingdom
E-mail: steve.cotterill@broxtowe.gov.uk
Telephone: +44 1159177777
Internet address(es):
Main address: www.broxtowe.gov.uk

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

Supply of Electoral Printed Stationery.
Reference number: EPS2017

II.1.2. Main CPV code

22000000 Printed matter and related products

II.1.3. Type of contract

Supplies

II.1.4. Short description

A Consortium of 8 local Councils within Nottinghamshire is undertaking a joint procurement exercise. This is on behalf of and under the direction of their individual Returning Officers and Electoral Registration Officers for the procurement of electoral printed stationery with a view of achieving administrative and financial benefits by working together and in partnership with the successful Contractor.

The Councils are seeking an experienced and established provider of electoral printed stationery. Broxtowe Borough Council is acting as lead buyer for the Consortium, which includes Ashfield District Council, Bassetlaw District Council, Broxtowe Borough Council,

Gedling Borough Council, Mansfield District Council, Newark and Sherwood District Council, Nottingham City Council, and Rushcliffe Borough Council.

II.1.6. Information about lots

This contract is divided into lots: yes

II.1.7. Total value of the procurement

Value excluding VAT: 5 000 000,00 GBP

II.2. Description

II.2.1. Title

Supply of Print Requirements for Canvassing / Electoral Registration and other day to day activities.

Lot No: 2

II.2.2. Additional CPV code(s)

22000000 Printed matter and related products, 22458000 Bespoke printed matter, 79800000 Printing and related services, 79810000 Printing services, 79824000 Printing and distribution services, 79823000 Printing and delivery services, 22800000 Paper or paperboard registers, account books, binders, forms and other articles of printed stationery

II.2.3. Place of performance

NUTS code: UKF14 Nottingham

Main site or place of performance: County of Nottinghamshire.

II.2.4. Description of the procurement

Supply of Print Requirements for Canvassing / Electoral Registration and other day to day activities.

Lot 2 includes:

- Annual Canvas — Initial Mail (HEFs);
- Annual Canvas — Reminder Mail (HEFs);
- Annual Canvas — Final Reminder (HEFs);
- Annual Canvas — Initial to Register (ITRs);
- Annual Canvas — Reminder to Register (ITRs);
- Annual Canvas — Final Reminder to Register (ITRs);
- Postal Vote Applications.

The printing of voter registration forms (Household Enquiry Forms HEFs and Invitations to Register ITRs) information leaflets and envelopes for the purpose of the annual canvass; and associated mail house functions including their loading, sealing and posting via a postal provider or to be returned to the local authority for hand delivery — to be approved by the individual Councils.

The printing and posting out of day to day correspondence via a hybrid mail service on an ad hoc basis. This could include but not limited to ITRs, registration confirmations, postal and proxy forms and acknowledgements, opt-out acknowledgements and Type-A Reviews.

II.2.5. Award criteria

Quality criterion - Name: Contract Resource / Weighting: 12

Quality criterion - Name: Project Plans / Weighting: 5

Quality criterion - Name: Contingency Plans / Weighting: 12

Quality criterion - Name: Data Security / Weighting: 17

Quality criterion - Name: Staff Training / Weighting: 7

Quality criterion - Name: Samples / Weighting: 7

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

See tender documents.

II.2. Description

II.2.1. Title

Supply of Printed Stationery for Elections
Lot No: 1

II.2.2. Additional CPV code(s)

22000000 Printed matter and related products, 22458000 Bespoke printed matter, 79800000 Printing and related services, 79810000 Printing services, 79823000 Printing and delivery services, 79824000 Printing and distribution services, 22800000 Paper or paperboard registers, account books, binders, forms and other articles of printed stationery

II.2.3. Place of performance

NUTS code: UKF14 Nottingham
Main site or place of performance: County of Nottinghamshire.

II.2.4. Description of the procurement

Supply of Printed Stationery for Elections

Lot 1 includes:

- Ordinary Poll Cards;
- Postal Poll Cards;
- Empty Property Poll Cards;
- Postal Voting Packs;
- Ballet Papers;
- Tendered Ballot Papers.

The printing of poll cards and postal vote poll cards for the purpose of all elections and referenda during the Contract Period for dispatch by Royal Mail or other providers, or returned to Councils for hand delivery.

The printing of all ballot papers for all elections and referenda held during the Contract Period. The printing of Postal Voting Packs (including outer envelope, Envelope A, Envelope B, Postal Vote Statement, instruction sheet) and associated mail house functions including their loading, sealing and posting via a postal provider or returned to the relevant Council for in-house loading for all elections and referenda during the Contract Period.

II.2.5. Award criteria

- Quality criterion - Name: Contract Resource / Weighting: 10.5
- Quality criterion - Name: Project Plans / Weighting: 4
- Quality criterion - Name: Contingency Plans / Weighting: 10.5
- Quality criterion - Name: Data Security / Weighting: 14.5
- Quality criterion - Name: Staff Training / Weighting: 6
- Quality criterion - Name: Samples / Weighting: 14.5

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

See tender documents.

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: [2017/S 013-019390](#)

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

Lot No: 2

Title:

Supply of Print Requirements for Canvassing / Electoral Registration and other day to day activities.

A contract/lot is awarded: yes

V.2. Award of contract

V.2.1. Date of conclusion of the contract

25/04/2017

V.2.2. Information about tenders

Number of tenders received: 8

Number of tenders received from SMEs: 5

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: 0

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

V.2.3. Name and address of the contractor

Official name: Print Image Network Ltd

Postal address: Image House, 10 Acorn Business Park, Heaton Lane

Town: Stockport

NUTS code: UKD31 Greater Manchester South

Postal code: SK4 1AS

Country: United Kingdom

The contractor is an SME: yes

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

Total value of the contract/lot: 1 500 000,00 GBP

V.2.5. Information about subcontracting

Section V: Award of contract

Lot No: 1

Title:

Supply of Printed Stationery for Elections

A contract/lot is awarded: yes

V.2. Award of contract

V.2.1. Date of conclusion of the contract

25/04/2017

V.2.2. Information about tenders

Number of tenders received: 7

Number of tenders received from SMEs: 4

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: 0

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

V.2.3. Name and address of the contractor

Official name: Print Image Network Ltd

Postal address: Image House, 10 Acorn Business Park, Heaton Lane

Town: Stockport

NUTS code: UKD31 Greater Manchester South

Postal code: SK4 1AS

Country: United Kingdom

The contractor is an SME: yes

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

Total value of the contract/lot: 3 500 000,00 GBP

V.2.5. Information about subcontracting

Section VI: Complementary information

VI.3. Additional information

1) Tender documents can be downloaded for free from:

<https://www.contractsfinder.service.gov.uk/Notice/d493b97f-15e6-45e2-a59b-d162af78d7a8?p=@QxUIRRPT0=NjJNT08=UF>

2) These frameworks will also be open to the following Contracting Authorities to use: Nottinghamshire: Ashfield District Council, Bassetlaw District Council, Gedling Borough Council, Mansfield District Council, Newark and Sherwood District Council, Nottingham City Council, Rushcliffe Borough Council.

3) The contracting authority is subject to the Freedom of Information Act 2000 and the Environmental Information Regulations 2004. All information received will be dealt with in accordance with that Act and information to which the Environmental Information Regulations apply will be dealt with in accordance with those Regulations.

4) The right is reserved not to proceed or not to award a contract for the whole or part of proposed procurement. Neither the contracting authority nor any person on whose behalf of whom this procurement is undertaken is to be liable for any costs incurred by those expressing an interest or tendering for this contract.

5) Lodging Appeals

The Council will incorporate a minimum 10 calendar-day standstill period at the point information on the award of contract is communicated to tenderers. This period allows unsuccessful tenderers to seek further debriefing from the Council before the contract is entered into. Such information should be requested from the address stated in section I.1 above. If an appeal regarding the award of Contract has not been successfully resolved, the Public Contracts Regulations 2015 provides for aggrieved parties who have been harmed, or are at risk of harm, by a breach of the rules, to take action in the High Court (England, Wales and Northern Ireland). Any such action must be started within 30 days beginning with the date when the aggrieved party first knew or ought to have known that grounds for starting the proceedings had arisen. The Court may extend the time limit for starting proceedings where the Court considers that there is a good reason for doing so but not so as to permit proceedings to be started more than 3 months after that date. Where a contract has not been entered into, the Court may order the setting aside of the award decision or order the contracting authority to amend any document and may award damages. If the contract has been entered into the Court may only award damages or, where the contract award procedures have not been followed correctly, declare the contract to be ineffective. (MT Ref:196756).

VI.4. Procedures for review

VI.4.1. Review body

Official name: Broxtowe Borough Council

Postal address: Town Hall, Foster Avenue, Beeston

Town: Nottingham

Postal code: NG9 1AB

Country: United Kingdom

Telephone: +44 1159177777

Internet address: www.broxtowe.gov.uk

VI.5. Date of dispatch of this notice

22/05/2017