

United Kingdom-Bridgend: Box files, letter trays, storage boxes and similar articles

OJ S 118/2014 21/06/2014

Contract notice

Supplies

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: County Borough Supplies

Postal address: Waterton

Town: Bridgend

Postal code: CF31 3YR

Country: United Kingdom

For the attention of: Buyer

E-mail: cbspurchase@bridgend.gov.uk

Telephone: +44 1656664514

Fax: +44 1656766401

Internet address(es):General address of the contracting authority: www.countyboroughsupplies.orgAddress of the buyer profile: http://www.sell2wales.gov.uk/search/Search_AuthProfile.aspx?ID=AA0417Electronic access to information: www.sell2wales.gov.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: Official name: Bridgend County Borough Council

Postal address: Civic Offices, Angel Street

Town: Bridgend

Postal code: CF31 4WB

Country: United Kingdom

Contact person: C/O Cabinet and Committee Services

For the attention of: The Monitoring Officer

I.2. Type of the contracting authority

Regional or local authority

I.3. Main activity

Other: Local Authorities

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

Supply of Filing Products.

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

Supplies

Purchase

Main site or place of performance: UKL1, UKL14, UKL15, UKL16, UKL17, UKL18, UKL21, UKL22.

NUTS code UKL Wales

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 several operators

Number Envisaged maximum number of participants to the framework agreement: 16

Duration of the framework agreement

Duration in years: 4

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

Estimated value excluding VAT: 830 000 GBP

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

This is a Framework Agreement for the Supply of Plain Filing Products which includes: Ring Binders, Lever Arch Files, Box Files, Suspension Files, Multipunched Pockets, Indexes and Dividers, Polypropylene Folders, Manilla Folders, Document Wallets, Book Bags, Organisers and Archive Storage.

Delivery of stocked items is into one Central Stores in Bridgend and a small number of products for direct delivery into individual establishments.

Note: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at http://www.sell2wales.gov.uk/Search/Search_Switch.aspx?ID=9106.

II.1.6. CPV code(s)

30199500 Box files, letter trays, storage boxes and similar articles, 39132300 Hanging files, 30197210 Ring binders, 22850000 Binders and related accessories, 22852000 Folders

II.1.7. Information about the Government Procurement Agreement (GPA)

II.1.8. Lots

This contract is divided into lots: yes

Tenders may be submitted for one or more lots

II.1.9. Information about variants

Variants will be accepted: yes

II.2. Scope of the procurement

II.2.1. Total quantity or scope

Please refer to tender documents.

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

Start 1.11.2014. Completion 31.10.2018

Information about lots

Lot No: 01

Lot title: Ring Binders

1) Short description

Refer to tender documents.

2) CPV code(s)

30197210 Ring binders

3) Quantity or scope

36 items.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 02

Lot title: Presentation Ring Binders

1) Short description

Refer to tender documents.

2) CPV code(s)

30197210 Ring binders

3) Quantity or scope

12 items.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 04

Lot title: Box Files

1) Short description

Refer to tender documents.

2) CPV code(s)

30199500 Box files, letter trays, storage boxes and similar articles

3) Quantity or scope

15 items.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 05

Lot title: Suspension Files

1) Short description

Refer to tender documents.

2) CPV code(s)

39132300 Hanging files

3) Quantity or scope

12 items.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 06

Lot title: Document Wallets

1) Short description

Refer to tender documents.

2) CPV code(s)

22852000 Folders

3) Quantity or scope

12 items.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 07

Lot title: Transfer Files

1) Short description

Refer to tender documents.

2) CPV code(s)

22852000 Folders

3) Quantity or scope

5 items.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 08

Lot title: Manilla Cut Flush Folders

1) Short description

Refer to tender documents.

2) CPV code(s)

22852000 Folders

3) Quantity or scope

6 items.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 10

Lot title: Display Books

1)

Short description

Refer to tender documents.

2) CPV code(s)

22852000 Folders

3) Quantity or scope

10 items.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 12

Lot title: Polypropylene Folders

1) Short description

Refer to tender documents.

2) CPV code(s)

22852000 Folders

3) Quantity or scope

11 items.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 13

Lot title: Portfolios

1) Short description

Refer to tender documents.

2) CPV code(s)

22852000 Folders

3) Quantity or scope

6 items.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 14

Lot title: Zip Wallets

1) Short description

Refer to tender documents.

2) CPV code(s)

22850000 Binders and related accessories

3) Quantity or scope

11 items.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 15

Lot title: Indices and Dividers

1) Short description

Refer to tender documents.

2) CPV code(s)

22850000 Binders and related accessories

3) Quantity or scope

25 items.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 17

Lot title: Organisers

1) Short description

Refer to tender documents.

2) CPV code(s)

22852000 Folders

3) Quantity or scope

4 items.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 16

Lot title: Book Bags

1) Short description

Refer to tender documents.

2) CPV code(s)

22850000 Binders and related accessories

3) Quantity or scope

6 items.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 18

Lot title: Clipboards

1) Short description

Refer to tender documents.

2) CPV code(s)

22850000 Binders and related accessories

3) Quantity or scope

3 items.

4)

Indication about different time frame or duration

5) Additional information about lots

Lot No: 03

Lot title: Lever Arch Files

1) Short description

Refer to tender documents.

2) CPV code(s)

22850000 Binders and related accessories

3) Quantity or scope

26 items.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 09

Lot title: Project Files

1) Short description

Refer to tender documents.

2) CPV code(s)

22852000 Folders

3) Quantity or scope

12 items.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 11

Lot title: Punched Pockets

1) Short description

Refer to tender documents.

2) CPV code(s)

22850000 Binders and related accessories

3) Quantity or scope

9 items.

4) Indication about different time frame or duration

5) Additional information about lots

Lot No: 19

Lot title: Archive Storage

1) Short description

Refer to tender documents.

2) CPV code(s)

30199500 Box files, letter trays, storage boxes and similar articles

3) Quantity or scope

8 items.

4) Indication about different time frame or duration

5) Additional information about lots

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

None required.

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

Delivery Payment.

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

If the tender is submitted by a group (more than one) of suppliers then those suppliers if awarded the contract shall assume such legal form by incorporation, partnership or otherwise as will enable them to contract with the council as a single legal entity. It will be necessary for the satisfactory performance of this contract for the group to state a single address responsible for the receipt and processing of the council's order and resolving any problems 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: Please refer to tender documents.

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: (1) All candidates will be required to produce a certificate or declaration demonstrating that they are not bankrupt or the subject of an administration order, are not being wound-up, have not granted a trust deed, are not the subject of a petition presented for sequestration of their estate, have not had a receiver, manager or administrator appointed and are not otherwise apparently insolvent.

(2) All candidates will be required to produce a certificate or declaration demonstrating that the candidate, their directors, or any other person who has powers of representation, decision or control of the candidate has not been convicted of conspiracy, corruption, bribery, or money laundering. Failure to provide such a declaration will result in the candidate being declared ineligible and they will not be selected to participate in this procurement process.

(3) All candidates will be required to produce a certificate or declaration demonstrating that they have not been convicted of a criminal offence relating to the conduct of their business or profession.

(4) All candidates will be required to produce a certificate or declaration demonstrating that they have not committed an act of grave misconduct in the course of their business or profession.

(5) All candidates must comply with the requirements of the State in which they are established, regarding registration on the professional or trade register.

(6) Any candidate found to be guilty of serious misrepresentation in providing any information required, may be declared ineligible and not selected to continue with this procurement process.

(7) All candidates will have to demonstrate that they are licensed, or a member of the relevant organisation, in the State where they are established, when the law of that State prohibits the provision of the services, described in this notice, by a person who is not so licensed or who is not a member of the relevant organisation.

(8) All candidates will be required to produce a certificate or declaration demonstrating that they have fulfilled obligations relating to the payment of social security contributions under the law of any part of the United Kingdom or of the relevant State in which the candidate is established

(9) All candidates will be required to produce a certificate or declaration demonstrating that they have fulfilled obligations relating to the payment of taxes under the law of any part of the United Kingdom or of the relevant State in which the economic operator is established.

III.2.2. Economic and financial ability

List and brief description of conditions: (1) All candidates will be required to provide evidence of relevant professional risk indemnity insurance.

(2) All candidates will be required to provide a statement, covering the 3 previous financial years including the overall turnover of the candidate and the turnover in respect of the activities which are of a similar type to the subject matter of this notice.

III.2.3. Technical and professional ability

List and brief description of conditions:

(1) A statement of the candidate's average annual number of staff and managerial staff over the previous 3 years

(2) Details of the educational and professional qualifications of their managerial staff; and those of the person(s) who would be responsible for providing the services or carrying out the work or works under the contract;

(3) All candidates will be required to provide certification from an independent body attesting conformity to environmental management standards in accordance with the Community Eco-Management and Audit Scheme (EMAS); or the European standard BS EN ISO 14001.

(4) All candidates will be required to provide certification drawn up by an independent body attesting the compliance of the economic operator with quality assurance standards based on the relevant European standards.

(5) Certificates drawn up by official quality control institutes or agencies of recognised competence attesting the conformity of products clearly identified by references to specifications or standards.

(6) Samples, descriptions and/or photographs, the authenticity of which must be certified if the contracting authority so requests.

(7) A statement of the principal goods sold or services provided by the supplier or the services provider in the past 3 years, detailing the dates on which the goods were sold or the services provided; the consideration received; the identity of the person to whom the goods were sold or the services were provided

(8) A check may be carried out by the contracting authority or by a competent official body of the State in which the candidate is established, to verify the technical capacity of the candidate; and if relevant, on the candidates study and research facilities and quality control measures.

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. Quality. Weighting 40
2. Price. Weighting 40
3. Technical Merit. Weighting 10
4. Delivery. Weighting 10

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

B(CBS)/031/14

IV.3.2. Previous publication concerning this procedure

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

Time limit for receipt of requests for documents or for accessing documents: 24.7.2014

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

31.7.2014 - 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

Duration in months: 4 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Date: 4.8.2014 - 14:00

Place:

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

Estimated timing for further notices to be published: 4 years.

VI.2. Information about European Union funds

VI.3. Additional information

Any disputes will be settled under the Terms of the Contract and matters arising out of it will be subject to English Law.

(WA Ref: 9106).

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: Please refer to tender documents.

VI.4.3. Service from which information about the review procedure may be obtained

VI.5. Date of dispatch of this notice

19.6.2014