

United Kingdom-Newcastle-upon-Tyne: Printing and related services

OJ S 136/2014 18/07/2014

Contract notice

Services

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Isos Housing Limited

Postal address: 5 Gosforth Park Avenue, Gosforth Business Park

Town: Newcastle-upon-Tyne

Postal code: NE12 8EG

Country: United Kingdom

For the attention of: Daniel Gibson

Telephone: +44 3001505

Internet address(es):Address of the buyer profile: http://www.mytenders.org/search/Search_AuthProfile.aspx?ID=AA18221**Additional information can be obtained from:**

Official name: Isos Housing Limited

Postal address: 5 Gosforth Park Avenue, Gosforth Business Park

Town: Newcastle-upon-Tyne

Postal code: NE12 8EG

Country: United Kingdom

Telephone: +44 3001505

Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:

Official name: Isos Housing Limited

Postal address: 5 Gosforth Park Avenue, Gosforth Business Park

Town: Newcastle-upon-Tyne

Postal code: NE12 8EG

Country: United Kingdom

Telephone: +44 3001505

Tenders or requests to participate must be submitted: Official name: Isos Housing Limited

Postal address: 5 Gosforth Park Avenue, Gosforth Business Park

Town: Newcastle-upon-Tyne

Postal code: NE12 8EG

Country: United Kingdom

Telephone: +44 3001505

I.2. Type of the contracting authority

Body governed by public law

I.3. Main activity

Housing and community amenities

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

Print and Fulfilment Services.

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: North East England.

NUTS code UKC North East (England)

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)

Isos is seeking to appoint a supplier of printed materials who can provide Isos with a range of branded and non-branded printed items and is capable of:

- holding and managing stock
- offering supply chain support
- offering design support
- direct delivery to Isos tenants
- adding value

As such bidders will be required to demonstrate the highest standards in manufacture and adherence to an appropriate quality management system.

Isos is committed to sustainable procurement of printed materials and is seeking a partner who is similarly committed. Bidders should be prepared to evidence their commitment to the environment by way of external accreditation such as holding Forestry Stewardship Council status or equivalent.

Isos currently operates as several directorates with multiple budget holders capable of ordering print within each. Isos is seeking a partner who can effectively manage this process and act as an extension of the Marketing & Communications team in becoming a brand guardian for Isos in addition to centrally managing print runs and held stocks. Isos is seeking to maximise value through transactions made during the proposed term.

Isos is keen to explore an online ordering portal, or a similar system which allows multiple purchasers throughout the organisation to order standard printed items whilst an overarching management of the contract is maintained by the Marketing & Communications team.

The ability to print and fulfil directly to Isos tenants throughout North East England is a key requirement of the contract, therefore bidders should be able to demonstrate their experience and ability to offer a range of fulfilment services along with an appropriate robustly accredited Data Protection approach.

Isos spends in excess of 150k GBP including VAT per year on printing and fulfilment services and associated services. It is anticipated that any contract awarded following this tender process will remain in place for a minimum of 3 years, with an option to extend by a further two subject to performance and final contract. As such Isos are seeking to appoint a partner who will work with Isos to improve all aspects of our approach to printing and fulfilment. Bidders are encouraged to take note of Isos' ambitious growth plans which may result in the value of this contract increasing during the anticipated term.

II.1.6. CPV code(s)

79800000 Printing and related services

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

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

Printing services to be delivered to Isos Housing Ltd and any current or future group companies.

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

Section III: Legal, economic, financial and technical information

III.1. Conditions related to the contract

III.1.1. Deposits and guarantees required

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

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

III.1.4. Contract performance conditions

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

Description of particular conditions: Bidders must be able to demonstrate commitment to preservation of the environment via external accreditation.

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 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.

(3) All candidates will be required to provide statements of accounts or extracts from those accounts relating to their business.

III.2.3. Technical and professional ability

List and brief description of conditions:

(1) 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.

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

(3) An indication of the proportion of the contract which the services provider intends possibly to subcontract.

(4) A statement of the tools, plant or technical equipment available to the service provider or contractor for carrying out the contract.

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

Restricted

IV.1.2. Information about the limits on the number of candidates to be invited

Envisaged minimum number 5

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

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: 13.8.2014

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

26.8.2014 - 12:00

IV.3.5. Estimated date of dispatch of invitations to tender or to participate to selected candidates

30.9.2014

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: yes

Estimated timing for further notices to be published: 2020.

VI.2. Information about European Union funds

VI.3. Additional information

(MT Ref:137418)

VI.4. Procedures for review

VI.4.1. Review body

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

15.7.2014