

**United Kingdom-London: Printing services**

OJ S 142/2016 26/07/2016

Contract notice

Services

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: University of Westminster

Postal address: Cavendish House, 101 New Cavendish Street

Town: London

NUTS code: UKI London

Postal code: W1W 6XH

Country: United Kingdom

Contact person: Mitch Dalgleish

E-mail: [procurement@westminster.ac.uk](mailto:procurement@westminster.ac.uk)**Internet address(es):**Main address: <https://www.westminster.ac.uk/>Address of the buyer profile: <http://www.westminster.ac.uk/business/information-for-suppliers>**I.3. Communication**The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.westminster.ac.uk/business/information-for-suppliers>

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

**Section II: Object**

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**II.1. Scope of the procurement****II.1.1. Title**

University of Westminster Print Tender.

**II.1.2. Main CPV code**

79810000 Printing services

**II.1.3. Type of contract**

Services

**II.1.4. Short description**

Printing Services.

### **II.1.5. Estimated total value**

### **II.1.6. Information about lots**

This contract is divided into lots: yes  
Tenders may be submitted for all lots

## **II.2. Description**

### **II.2.1. Title**

Litho Printing  
Lot No: 1

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

79822400 Lithographic services

### **II.2.3. Place of performance**

NUTS code: UKI London

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

The University of Westminster produces a variety of printed material each year, including the University's 2 key prospectuses, course guides, student handbooks, various brochures and magazines. Some publications are distributed to a range of London-based sites, others require delivery to a single location. Some require stock to be held by the supplier and called-off during a year period.

### **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**

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

Duration in months: 36  
This contract is subject to renewal: no

### **II.2.10. Information about variants**

Variants will be accepted: no

### **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**

## **II.2. Description**

### **II.2.1. Title**

Digital Colour Printing  
Lot No: 2

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

79811000 Digital printing services

**II.2.3. Place of performance**

NUTS code: UKI London

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

The University of Westminster produces a variety of short run digitally printed material each year, including leaflets, posters and brochures. All materials require delivery to single or multiple London locations.

**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**

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

Duration in months: 36

This contract is subject to renewal: no

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

Envisaged number of candidates: 2

**II.2.10. Information about variants**

Variants will be accepted: no

**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**

**II.2. Description**

**II.2.1. Title**

Branded Merchandise

Lot No: 3

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

79800000 Printing and related services

**II.2.3. Place of performance**

NUTS code: UKI London

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

University of Westminster produces a variety of branded merchandise every year. There is a need to purchase this merchandise in a more efficient and cost-effective way. The University is looking for a supplier who can offer a web portal where templates can be uploaded and merchandise ordered directly through the portal by the marketing teams. This web facility will need to be demonstrated in the interview.

**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**

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

Duration in months: 36

This contract is subject to renewal: no

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

Envisaged number of candidates: 1

## **II.2.10. Information about variants**

Variants will be accepted: no

## **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**

### **II.2. Description**

#### **II.2.1. Title**

Banners

Lot No: 4

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

79800000 Printing and related services

#### **II.2.3. Place of performance**

NUTS code: UKI London

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

The University of Westminster produces a variety of banners every year. These need to be delivered to single locations.

#### **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**

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

Duration in months: 36

This contract is subject to renewal: no

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

Envisaged number of candidates: 1

## **II.2.10. Information about variants**

Variants will be accepted: no

## **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**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators  
Envisaged maximum number of participants to the framework agreement: 2

#### **IV.1.8. Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: no

### **IV.2. Administrative information**

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

Date: 26/08/2016 Local time: 12:00

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

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

English

#### **IV.2.6. Minimum time frame during which the tenderer must maintain the tender**

Tender must be valid until: 30/09/2016

## **Section VI: Complementary information**

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### **VI.1. Information about recurrence**

This is a recurrent procurement: no

### **VI.2. Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3. Additional information**

Please note the following:

Lots 1 and 2 (Litho printing and Digital Colour printing, a combined anticipated expenditure of circa 800 000 GBP per year;

Lot 3 (Branded Merchandise) anticipated expenditure of 200 000 GBP per year;

Lot 4 Banners anticipated expenditure of 75 000 GBP per year.

1 Litho printing; number of suppliers to be appointed — 2;

2 Digital Colour printing; number of suppliers to be appointed — 2/3;

3 Branded Merchandise; number of suppliers to be appointed — 1;

4 Banners; number of suppliers to be appointed — 1.

The number of suppliers shortlisted at PQQ stage will depend upon responses but will be commensurate with the number to be finally appointed for each Lot.

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

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

Official name: TBC

Town: TBC

Country: United Kingdom

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

22/07/2016