

United Kingdom-Telford: Office supplies

OJ S 140/2017 25/07/2017

Contract notice

Supplies

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Wrekin Housing Trust Ltd

Postal address: Colliers Way, Old Park

Town: Telford

NUTS code: UK United Kingdom

Postal code: TF3 4AW

Country: United Kingdom

Contact person: Liz Smith

E-mail: liz.smith@wrekinhousingtrust.org.uk

Telephone: +44 1952217142

Fax: +44 1952217405

Internet address(es):

Main address: www.wrekinhousingtrust.org.uk

Address of the buyer profile: http://www.mytenders.org/search/Search_AuthProfile.aspx?ID=AA0904

I.2. Information about joint procurement

The contract is awarded by a central purchasing body

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: www.mytenders.org.uk

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: www.mytenders.org.uk

I.4. Type of the contracting authority

Body governed by public law

I.5. Main activity

Housing and community amenities

Section II: Object

II.1. Scope of the procurement

II.1.1. Title

Office Stationery Supplies and Computer Consumables.

II.1.2. Main CPV code

30192000 Office supplies

II.1.3. Type of contract

Supplies

II.1.4. Short description

Stationery and Computer Consumables.

II.1.5. Estimated total value

Value excluding VAT: 830 000,00 GBP

II.1.6. Information about lots

This contract is divided into lots: yes

Tenders may be submitted for maximum number of lots: 2

Maximum number of lots that may be awarded to one tenderer: 2

II.2. Description

II.2.1. Title

Office Stationery Supplies

Lot No: 1

II.2.2. Additional CPV code(s)

30192700 Stationery

II.2.3. Place of performance

NUTS code: UKG2 Shropshire and Staffordshire

Main site or place of performance: Shropshire and Staffordshire.

II.2.4. Description of the procurement

The Wrekin Housing Trust, a partner of The Wrekin Housing Group, is one of the largest social housing providers/housing associations in the West Midlands. The company's head office is based at Colliers Way, Old Park, Telford with over 150 delivery sites, dispersed across the Shropshire and Staffordshire area.

The Wrekin Housing Trust are inviting companies to tender the supply of Office Stationery Supplies and Computer Consumables, in two lots. Companies can bid on one or both Lots. The Lots will be evaluated separately and contracts for each Lot may be awarded to different companies.

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: 60

This contract is subject to renewal: yes

Description of renewals:

Reviewed on an annual basis subject to satisfactory performance and achieving value for money, up to a maximum of 10 years from inception.

II.2.10. Information about variants

Variants will be accepted: yes

II.2.11. Information about options

Options: no

II.2.12. Information about electronic catalogues

Tenders must be presented in the form of electronic catalogues or include an electronic catalogue

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

Computer Consumables
Lot No: 2

II.2.2. Additional CPV code(s)

30125100 Toner cartridges, 30192113 Ink cartridges, 30124200 Fuser kits, 30124300 Drums for office machine

II.2.3. Place of performance

NUTS code: UKG2 Shropshire and Staffordshire
Main site or place of performance: Shropshire & Staffordshire.

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II.2.14. Additional information

Section III: Legal, economic, financial and technical information

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

III.2. Conditions related to the contract

III.2.2. Contract performance conditions

Supply — the holding of 'ring fenced' stock of computer consumables.

Delivery — next day for all products.

Price — annual review of prices to ensure continued value for money.

Quality — all Stationery items must meet the minimum British Standard requirements, all Computer Consumables must be genuine HP products.

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

Date: 08/09/2017 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: 01/01/2018

IV.2.7. Conditions for opening of tenders

Date: 11/09/2017 Local time: 14:00

Place:

The Wrekin Housing Trust, Colliers Way, Old Park, Telford, TF3 4AW.

Information about authorised persons and opening procedure: Catherine Rogerson, Company Secretary, The Wrekin Housing Trust, will unlock the Postbox to access submissions.

Section VI: Complementary information

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

Integration with The Wrekin Housing Trust's immutable purchase ordering system (iBuy) is essential.

NOTE: To register your interest in this notice and obtain any additional information please visit the myTenders Web Site at http://www.myTenders.org/Search/Search_Switch.aspx?ID=198889.

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at http://www.myTenders.org/sitehelp/help_guides.aspx.

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(MT Ref:198889).

VI.4. Procedures for review

VI.4.1. Review body

Official name: Wrekin Housing Trust Ltd

Postal address: Colliers Way, Old Park

Town: Telford

Postal code: TF3 4AW

Country: United Kingdom

Telephone: +44 1952217041

Fax: +44 1952213960

Internet address: www.wrekinhousingtrust.org.uk

VI.5. Date of dispatch of this notice

20/07/2017