

United Kingdom-West Malling: Stationery

OJ S 214/2014 06/11/2014

Contract notice

Supplies

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Commercial Services Kent Ltd

Postal address: A Wholly Owned Business of Kent County Council, Head Office, 1 Abbey Wood Group, Kings Hill

Town: West Malling

Postal code: ME19 4YT

Country: United Kingdom

For the attention of: Mr Michael Smith

E-mail: michael.smith@procurementservicesgroup.org.uk

Telephone: +44 1622237076

I.2. Type of the contracting authority

Regional or local authority

I.3. Main activity

General public services

I.4. Contract award on behalf of other contracting authorities

The contracting authority is purchasing on behalf of other contracting authorities: yes

Section II: Object of the contract

II.1. Description**II.1.1. Title attributed to the contract by the contracting authority**

PVC Stationery and Zipped Wallets.

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

Supplies

Purchase

Main site or place of performance: Those Authorities or buying organisations that will be using the Agreement from the outset are:

— Hertfordshire County Council;

— Hampshire County Council;

— Kent County Council (via KCS).

Other public bodies will have access to this Agreement but may only do so with the agreement of the Contracting Authority. Those organisations who may wish to access this Agreement will be members, affiliates and associates of the CBC Group, the Pro5 Group, the Police Service, the Fire Service, the NHS & NHS Trusts, third sector organisations, academic centres (including Academies), publicly funded organisations and publicly owned private companies, operating within the geographic boundaries of the United Kingdom, Channel Islands and Northern Ireland.

NUTS code UK United Kingdom

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

Maximum number Envisaged maximum number of participants to the framework agreement
: 12

Duration of the framework agreement

Duration in years: 4

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

Commercial Services is one of the largest trading organisations of its kind in the UK with a turnover currently in excess of 600 m GBP pa and employing over 800 people from its base in Kent. With its Schools Supplies Division set up nearly 70 years ago by Kent County Council, it has grown organically since then to supply an ever-increasing range of best value goods and services to other publicly funded organisations. These include local government, education establishments, the care sector and emergency services.

KCS is a trading unit of Commercial Services and provides a purchasing, warehousing and distribution service to a wide ranging customer base within local government and associated public bodies in Kent, neighbouring counties and across the UK.

Kent County Council (the Council) is the largest local authority in England covering an area of 3,500 square kilometres. It has an annual expenditure of over 1bn GBP on goods and services and a population of 1.3 m. The Council provides a wide range of personal and strategic services on behalf of its residents, operating in partnership with 12 district councils and 289 parish/town councils.

The Central Buying Consortium (CBC) is a group of County, Borough and City Councils. The purpose of which is to improve the effectiveness, by co-ordination, of local authority purchasing with the object of effecting savings in public expenditure for the benefit of its members. CBC procures approximately 750 m GBP goods and services per annum.

In accordance with best procurement practice, EU and UK Procurement Directives and Regulations, the CBC, through KCS, wishes to create a Framework Agreement (the Agreement) for the supply and delivery of PVC Stationery and Zipped Wallets

II.1.6. CPV code(s)

30192700 Stationery

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

II.2. Scope of the procurement

II.2.1. Total quantity or scope

Estimated value excluding VAT:

Range: between 2 000 000 and 5 000 000 GBP

II.2.2. Information about options

Options: no

II.2.3. Information about renewals

II.3. Duration of the contract or time limit for completion

Duration in months: 48 (from the award of the contract)

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

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: Any supplier may be disqualified who:

- (a) is bankrupt or is being wound up, where his affairs are being administered by the court, where he has entered into an arrangement with creditors, where he has suspended business activities or is in any analogous situation arising from a similar procedure under national laws and regulations;
- (b) is the subject of proceedings for a declaration of bankruptcy, for an order compulsory winding up the administration by the court or of an arrangement with creditors or of any other similar proceedings under national laws and regulations;
- (c) has been convicted by a judgement which has the force of res judicata in accordance with the legal provisions of the country of any offence concerning his professional conduct;
- (d) has been guilty of grave professional misconduct proven by any means which the contract authorities can demonstrate;
- (e) has not fulfilled obligations relating to the payment of social security contributions in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;
- (f) has not fulfilled obligations relating to the payment of taxes in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;
- (g) is guilty of serious misrepresentation in supplying the information required under this Section or has not supplied such information;
- (h) has been the subject of a conviction for participation in a criminal organization, as defined in Article 2(1) of Council Joint Action 98/733/JHA;
- (i) has been the subject of a conviction for corruption, as defined in Article 3 of the Council Act of 26.5.1972 and Article 3(1) of Council Joint Action 98/742/JHA3 respectively;
- (j) has been the subject of a conviction for fraud within the meaning of Article 1 of the Convention relating to the protection of the financial interests of the European Communities;
- (k) has been the subject of a conviction for money laundering, as defined in Article 1 of Council Directive 91/308/EEC of 10.6.1991 on prevention of the use of the financial system for the purpose of money laundering.

III.2.2. Economic and financial ability

III.2.3. Technical and professional ability

III.2.4. Information about reserved contracts

III.3. Conditions specific to services contracts

III.3.1. Information about a particular profession

Execution of the service is reserved to a particular profession: no

III.3.2. Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract: no

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 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

Y14046

IV.3.2. Previous publication concerning this procedure

no

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

Payable documents: no

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

9.1.2015 - 14:00

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 days: 120 (from the date stated for receipt of tender)

IV.3.8. Conditions for opening of tenders

Section VI: Complementary information

VI.1. Information about recurrence

VI.2. Information about European Union funds

VI.3. Additional information

This opportunity will be completed electronically via ProContract, a site run by Due North. Interested organisations should go to www.kentbusinessportal.org.uk to register and express interest. Once you have successfully expressed interest via the portal you will be sent an email directing you to the ProContract site from which you will be able to access and download the invitation to tender documentation and any other relevant information. This email should be retained, as it will contain your direct link to the ProContract portal, for information purposes only the link is www.kentbusinessportal.org.uk/procontract/supplier.nsf
Do not use this link now.

Tenderers should also note that final submissions must be made via ProContract, no other submission route is permitted. Failure to follow this path will result in the tender submission being disregarded.

Any questions or clarifications must be submitted through the ProContract portal no later than 6.1.2015. The Contracting Authority will endeavour to answer all questions and clarification requests prior to the submission date, however those received after the 6.1.2015 may not be answered.

All documents pertaining to this opportunity will be available for download via the ProContract portal from the outset. Please ensure you are able to download all files immediately after accessing the ProContract portal.

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

4.11.2014