

United Kingdom-London: Digital printing services

OJ S 225/2013 20/11/2013

Contract notice**Services****Directive 2004/18/EC****Section I: Contracting authority**

I.1. Name and addresses

Official name: London Legacy Development Corporation (LLDC)

Postal address: Level 10, 1 Stratford Place

Town: London

Postal code: E20 1EJ

Country: United Kingdom

For the attention of: Nieves Childerley

E-mail: nieveschilderley@londonlegacy.co.uk

Telephone: +44 2032881815

Internet address(es):Electronic access to information: www.supply4london.gov.ukElectronic submission of tenders and requests to participate: www.supply4london.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: the abovementioned address**I.2. Type of the contracting authority**

Body governed by public law

I.3. Main activity

Recreation, culture and religion

Other: Regeneration and Development

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

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

Official name: E20 Stadium LLP

Postal address: C/O London Legacy Development Corporation Level 10 1 Stratford Place, Montfichet Road

Town: London

Postal code: E20 1EJ

Country: United Kingdom

Official name: Transport for London

Postal address: 42-50 Victoria Street

Town: London

Postal code: SW1H 0TL

Country: United Kingdom

Official name: Greater London Authority

Postal address: City Hall, The Queen's Walk

Town: London

Postal code: SE1 2AA
Country: United Kingdom
Official name: Mayors Office for Policing and Crime
Postal address: City Hall, The Queens Walk, More London
Town: London
Postal code: SE1 2AA
Country: United Kingdom
Official name: London Fire and Emergency Planning Authority
Postal address: 169 Union Street
Town: London
Postal code: SE1 0LL
Country: United Kingdom

Section II: Object of the contract

II.1. Description

II.1.1. Title attributed to the contract by the contracting authority

Graphic Production and Brand implementation.

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

Services

Service category No 15: Publishing and printing services on a fee or contract basis

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 a single operator

Duration of the framework agreement

Duration in years: 4

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

Digital printing services. Printing and related services. Signage. Graphic design services. The Contracting Authority requires Graphic and Digital Print Production onto all substrates for internal and external brand implementation. Digital printing and related services are also required.

The Contracting Authority intends to set up a single supplier framework agreement for the provision of graphic production and brand implementation services on a 'one stop shop' basis to include (but not limited to the following services)

Pre-production services:

Full 'cradle to the grave' project management;

Full in house Studio services- including but not limited to concept creation and visualisations;

Materials research and recommendations;

Graphic design services;

Artworking, using the Contracting Authority brand guidelines;

Artwork formatting for all interior and exterior applications from Grand format to one-off, low run digital print outputs;

Colour matching and proof reading (including but not limited to full colour proofs for client sign off);

Setting up and management of a dedicated client approvals IT system (extranet) and process;

Rapid reaction services for urgent low run graphical print outputs.
Production / Manufacture / supply:
Materials Production (internal and external applications);
Silk Screen;
Dot Printing;
Proofing and colour matching;
Grand and large format Digital Print Production onto a variety of interior and exterior substrates;
Digital Print Production off the roll for high linear meterage applications including, but not limited to fence scrim, building wraps, barrier jackets etc., as well as low run applications i.e. exhibition & display graphics, flags, posters, high and low-tac floor graphics, window graphics, stickers, vehicle wraps, display systems and backdrops;
A variety of other print production techniques as required;
Finishing, including but not limited to wrapping, sealing, welding, stitching, eyelets clamps, fixing caps, Velcro, ties etc;
Hire and/or purchase of ancillary goods i.e. flag poles, concrete ground supports, sign posts, A-frames, scaffold gantries etc;
Production and installation of branded temporary structures required.
Load-In services:
Submission of RAMS for Contracting Authority as well as local authority planning approval as and when required;
Site surveys;
Attending all relevant site inductions;
Appropriate training and certified qualifications e.g. H&S, working at height, operating plant etc. and all other services required to deliver the project;
Appropriate Plant hire;
Appropriate and clean branded PPE;
Crew welfare services as appropriate;
Asset Installation;
Asset Maintenance;
Rapid reaction replacement.
Load-Out services:
Decommissioning and safe removal of all assets;
Where possible and appropriate the repurposing of assets in line with LLDC's Sustainability policy;
Appropriate and responsible recycling of all waste and materials in line with LLDC's Sustainability Policy;
Generating and submitting 'cradle to the grave' lessons learnt for implementation into future activities.
Any other associated services which may be required for the performance of the above main services or similar services necessary but unforeseeable at the time of this notice.
This framework agreement is open to the E20 Stadium LLP and all the members of the Greater London Authority (GLA) family and their successor bodies to use. Currently the members of the GLA family are: London Legacy Development Corporation (LLDC) Greater London Authority, Transport for London, London Fire and Emergency Planning Authority and Mayor's Office for Policing and Crime.

II.1.6. CPV code(s)

79811000 Digital printing services, 79800000 Printing and related services, 34928470 Signage , 79822500 Graphic design services

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

The procurement is covered by the Government Procurement Agreement: no

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

Estimated value excluding VAT:

Range: between 2 000 000 and 12 000 000 GBP

II.2.2. Information about options

II.2.3. Information about renewals

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

The Contracting Authority reserves the right to require deposits, guarantees, collateral warranties, bonds and / or other forms of appropriate security.

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

Details are provided in the pre-qualification questionnaire documentation, copies of which are available from the Supply4London e-tendering service (details of which can be found at Section VI.3 of this Notice).

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

The Contracting Authority reserves the right to require groupings of providers to take a particular legal form or to require a single provider to take primary liability or to require that each party undertakes joint and several liability irrespective of the legal form of the contracting entity. Details are provided in the pre-qualification questionnaire (PQQ) documents, copies of which are available from the Supply4London e-tendering service (details of which can be found at Section VI.3 of this Notice).

III.1.4. Contract performance conditions

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

Description of particular conditions: Candidates and Relevant Companies must confirm: (i) that there are no mandatory or discretionary grounds for their exclusion from this procurement process in accordance with Part IV of the Public Contract Regulations 2006 ('the Regulations') and (ii) their acceptance and agreement to be bound by the terms of the Mandatory Undertaking (including the Contracting Authority's confidentiality requirements) as uploaded on the Supply4London e-tendering services

Completed responses to the PQQ must be returned via the Supply4London e-Tendering service (further details of which are available at section VI.3 of this OJEU Notice) before the

specified deadline.

Interested organisations can find instructions on how to respond to this Notice and the PQQ, as well as assistance on registering suppliers' organisations on the e-tendering service, or how to download / view procurement documentation through:

1. the eTendering website, www.supply4london.gov.uk; or
2. the use of the www.supply4london.com Helpdesk facility on +44 8452707098; or
3. the use of the Supplier Guides and FAQ's available from the e-tendering service at <http://www.supply4london.com/getting-started/supplier-guidances>

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: The Authority will apply all the offences listed in Article 45(1) of Directive 2004/18/EC (implemented as Regulation 23(1) of the Public Contract Regulations (PCR) 2006 in the UK) and all of the professional misconducts listed at Article 45 (2) of Directive 2004/18/EC (see also Regulation 23(2) in the PCR 2006) to the decision of whether a Candidate is eligible to be invited to tender.

A full list of the Regulation 23(1) and 23(2) criteria are at <http://www.supply4london.gov.uk/delta/project/reasonsForExclusion.html#pcr>

Candidates will be required to answer these questions as part of the qualification process. For candidates who are registered overseas, you will need to declare if you have any offences /misconduct under your own countries laws, where these laws are equivalent to the Regulation 23 lists.

Candidates who have been convicted of any of the offences under Article 45(1) are ineligible and will not be selected to bid, unless there are overriding requirements in the general interest for doing so.

Candidates who are guilty of any of the offences, circumstances or misconduct under Article 45 (2) may be excluded from being selected to bid at the discretion of the Authority.

Candidates will be assessed in accordance with Part V of the Public Contracts Regulations 2006 ('the Regulations') which implement Title 2 Chapter 7 Section 2 of the 2004/18/EC Directive on the basis of information provided in response to the pre qualification questionnaire (a copy of which can be obtained from the Supply4London eTendering Service).

Completed responses to pre qualification questionnaires must be returned via the Supply4London e-Tendering service (further details of which are available at section VI.3 of this OJEU Notice) before the deadline for receipt of responses as notified in the pre qualification questionnaire.

Suppliers' instructions on how to respond to this Notice with the submission of a PQQ, together with assistance on registering suppliers' organisations on the eTendering service, and downloading / viewing procurement documentation can be found:

1. on the eTendering website, www.supply4london.gov.uk; or
2. through the use of the www.supply4london.com Helpdesk facility on +44 8452707098; or
3. through the use of the Supplier Guides and FAQ's available from the eTendering service at <http://www.supply4london.com/getting-started/supplier-guidances>

III.2.2. Economic and financial ability

List and brief description of conditions: Evaluation information required from Candidates will be stated in the Pre-Qualification Questionnaire (PQQ), which is available for download from the Supply4London eTendering service.

Minimum Level(s) of standards possibly required:

- 1) The Contracting Authority will undertake a conformity check of each Candidate's financial

standing. The conformity check will comprise a Dun and Bradstreet Failure Score for each Candidate.

The Contracting Authority will require each Candidate to achieve a minimum Dun and Bradstreet Failure Score of 50 or above, or otherwise satisfy the Contracting Authority as to its financial standing.

Candidates that achieve a Dun and Bradstreet Failure Score of 49 or lower may be contacted by the Contracting Authority to provide further information on their financial standing. The Contracting Authority reserves the right, at its sole discretion, to exclude any such Candidates if not satisfied with the Candidate's financial standing as a result of either information contained in the Dun and Bradstreet report or the supplied further information.

If information is not available from Dun and Bradstreet for a particular Candidate, the Contracting Authority may undertake alternative checks as appropriate to establish an equivalent measure of that Candidates financial standing.

Turnover requirements as per the PQQ documentation.

The Contracting Authority reserves the right to adjust these minimum standards in accordance with the Public Contract Regulations and to reject responses from Candidates and/or Relevant Companies who are unable to meet the above criteria. More details about this can be found within the PQQ documents.

III.2.3. Technical and professional ability

List and brief description of conditions:

(b) a list of the principal deliveries effected or the main services provided in the past 3 years, with the sums, dates and recipients, whether public or private, involved. Evidence of delivery and services provided shall be given: - where the recipient was a contracting authority, in the form of certificates issued or countersigned by the competent authority, - where the recipient was a private purchaser, by the purchaser's certification or, failing this, simply by a declaration by the economic operator

(f) The educational and professional qualifications of the service provider or contractor and/or those of the undertaking's managerial staff and, in particular, those of the person or persons responsible for providing the services or managing the work

Candidates will be assessed in accordance with Part V of the Regulations on the basis of information provided in response to the pre qualification questionnaire (a copy of which can be obtained from the Supply4London e-Tendering Service). The pre-qualification questionnaire (PQQ) sets out the relevant questions and criteria that Candidates need to respond to and the rules for the assessment of the responses and useful information about the Works. Completed responses to pre qualification questionnaires must be returned via the Supply4London eTendering Service (further details of which are available at section VI.3 of this Notice) before the deadline for receipt of responses as notified in the PQQ documents.

Minimum level(s) of standards possibly required:

Organisations will be required to demonstrate that they will be able to comply with the minimum requirements set out in the Policies and Strategies of the Contracting Authority and as set out in the PQQ, in respect of the organisation's technical ability to deliver the Contracting Authority's requirements.

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: yes

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: and Maximum number 7

Objective criteria for choosing the limited number of candidates: The criteria (and associated weightings) of each category Candidates are assessed by in the PQQ are outlined in the PQQ documentation (as found on the Supply4London portal).

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

no

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: 18.12.2013 - 12:00

Payable documents: no

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

19.12.2013 - 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

IV.3.8. Conditions for opening of tenders

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: no

VI.2. Information about European Union funds

The procurement is related to a project and/or programme financed by European Union funds:
no

VI.3. Additional information

Please ensure you follow any instruction provided to you here.

If you experience any technical difficulties please contact the Supply4London Helpdesk by emailing helpdesk@procure4london.com

The Contracting Authority reserves the right to:

- waive any requirements of this procurement process (to the extent permitted by law),
- request additional information or clarificatory information from Candidates in relation to any aspect of their response,
- disqualify any Candidate that does not submit a compliant response in accordance with the Contracting Authority's instructions (see also below),
- withdraw any part of or the whole of this procurement process at any time or to re-invite responses on the same or any alternative basis,
- not award the whole of or a part of contract as a result of this procurement process; or,
- make whatever changes it sees fit to the timetable, structure or content of the procurement process for any reason.

Furthermore, the Contracting Authority reserves the right to reject or disqualify an Candidate where:

- their response to the PQQ is submitted late, is completed incorrectly, is incomplete or fails to meet the Contracting Authority's requirements which have been notified to Candidates,
- the Candidate is unable to satisfy the terms of the Regulations at any stage during the procurement process,
- the Candidate is guilty of serious misrepresentation or fraud in relation to its application and /or any aspect of this procurement process,
- there is a change in identity, control, financial standing or other factor impacting on the procurement process and affecting the Candidate; and/or,
- there is an actual or potential commercial, professional, financial or other conflict of interest arising between the interests of the Contracting Authority and the Candidate.

All Candidates are solely responsible for all their costs and expenses incurred in connection with the preparation and submission of their responses at all stages of the procurement process. Under no circumstances will the Contracting Authority be liable for any costs or expenses borne by or on behalf of the Candidate.

Variant bids will not be permissible as part of this procurement process. Clarifications and queries in respect of this PQQ must be submitted in writing and via the Supply4London eTendering Service only. Direct emails, telephone calls or correspondence with the Contracting Authority will not be permitted during the procurement of this opportunity. Suppliers must read through this set of instructions and follow the process to respond to this opportunity.

The information and/or documents for this opportunity are available on supply4london.gov.uk. You must register on this site to respond, if you are already registered you will not need to register again, simply use your existing username and password. Please note there is a password reminder link on the homepage.

Suppliers must log in, go to your Response Manager and add the following Access Code: Z5EN9TDMYK.

Please ensure you follow any instruction provided to you here.

The deadline for submitting your response(s) is 17.12.2013. Please ensure that you allow yourself plenty of time when responding to this opportunity prior to the closing date and time, especially if you have been asked to upload documents.

If you experience any technical difficulties please contact the Supply4London Helpdesk on call +44 8452707050 or email helpdesk@supply4london.com e-tendering service.

This framework agreement is open to the E20 Stadium LLP and all the members of the Greater London Authority (GLA) family and their successor bodies to use. Currently the members of the GLA family are: London Legacy Development Corporation (LLDC) Greater London Authority, Transport for London, London Fire and Emergency Planning Authority and Mayor's Office for Policing and Crime. GO Reference: GO-20131118-PRO-5273073

VI.4. Procedures for review

VI.4.1. Review body

Official name: London Legacy Development Corporation

Postal address: Level 10, 1 Stratford Place, Montfichet Road

Town: London

Postal code: E20 1EJ

Country: United Kingdom

Telephone: +44 2032881800

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: Precise information on deadline(s) for lodging appeals: The Contracting Authority will notify all candidate operators of the pre-selection results (where available i.e. not if the Open procedure is used) prior to issuing the Invitation to Tender (ITT).

The Contracting Authority has incorporated in the Procurement timetable a mandatory 10-calendar day standstill period at the point where notification and information on the award of the contract is (electronically) provided to all Tenderers.

The Public Contracts Regulations of 2006 and the Amendment Regulations of 2009 (SI 2009 No. 2992 – the '2009 Regulations') provide for aggrieved operator who have been harmed or are at risk of harm by a breach of the relevant procurement rules to take action in the High Court (England, Wales and Northern Ireland).

An aggrieved operator may apply to the Court at any time during the procurement process to order the Contracting Authority to amend any procurement related document, or set a decision aside of the the award decision or order the and may award damages.

If the Contracting Authority is formally notified of such court action during the standstill period, it shall suspend the process leading to the award of the contract.

After the contract has been entered into, the Court may, upon the application of an aggrieved operator declare the contract ineffective or shorten its term and/or award damages (and impose penalties on the Contracting Authority to be collected by the HM Treasury), if the relevant grounds and conditions under the 2009 Regulations are met.

The Contracting Authority would however urge any aggrieved operator (candidate or Tenderer) to communicate any issues with the contact of this procurement (see Section I above) by raising a Clarification Question through the Supply4London Portal in the first instance in case a solution can be found to avert time consuming court actions.

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

VI.5. Date of dispatch of this notice

18.11.2013

