

United Kingdom-Dorking: Paper or paperboard registers, account books, binders, forms and other articles of printed stationery

OJ S 239/2013 10/12/2013

Contract notice

Supplies

Directive 2004/18/EC

Section I: Contracting authority

I.1. Name and addresses

Official name: Surrey and Borders Partnership NHS Foundation Trust on behalf of NHS Commercial Solution

Postal address: The Atrium. Curtis Road.

Town: Dorking

Postal code: RH4 1XA

Country: United Kingdom

Contact person: Bravo Messaging Function

For the attention of: Nicola Lewis

Fax: +44 1306646801

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

Regional or local authority

I.3. Main activity

Health

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**

Printed Stationery Framework Renewal.

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

Supplies

Purchase

Main site or place of performance: NHS Commercial Solutions represents NHS Trusts in Kent, Medway, Surrey and Sussex.

This Framework Agreement will include, and be for the benefit of, NHS trusts in England, including Acute, Foundation, Care, and Special Health Authorities. Please follow the links

below to identify specific organisations:

— Acute trusts:

<http://www.nhs.uk/ServiceDirectories/Pages/AcuteTrustListing.aspx>

— Care trusts:

<http://www.nhs.uk/ServiceDirectories/Pages/CareTrustListing.aspx>

— Foundation trusts:

<http://www.monitor-nhsft.gov.uk/home/aboutnhsfoundationtrusts/nhsfoundationtrustdirectory>

— Special health authorities:

<http://www.nhs.uk/ServiceDirectories/Pages/SpecialHealthAuthorityListing.aspx> This will

include any statutory and other successor organisations to any of the foregoing.

More details of the specific organisations involved in this opportunity will be published during the process.

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

Duration of the framework agreement

Duration in years: 4

Estimated total value of purchases for the entire duration of the framework agreement

Estimated value excluding VAT:

Range: between 1 and 8 000 000 GBP

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

NHS Commercial Solutions is seeking expressions of interest from suppliers with the capability and experience of providing a fully managed print, store and deliver solution for a number of standard products specific to individual trusts. The successful suppliers will be responsible for the production, storage and distribution of commonly used items in addition to print on demand (non-stock) requirements.

II.1.6. CPV code(s)

22800000 Paper or paperboard registers, account books, binders, forms and other articles of printed stationery, 79810000 Printing services, 79820000 Services related to printing

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

The procurement is covered by the Government Procurement Agreement: yes

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

II.2.2. Information about options

II.2.3. Information about renewals

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

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

Joint and several liability.

III.1.4. Contract performance conditions

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

Description of particular conditions: Please see ITT for details.

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: Suppliers Instructions How to Express Interest in this Tender:

1. Register your company on the eSourcing portal (this is only required once):

- Browse to the eSourcing Portal: <https://commercialsolutions.bravosolution.co.uk> and click the link to register;
- Accept the terms and conditions and click 'continue';
- Enter your correct business and user details;
- Note the username you chose and click 'Save' when complete;
- You will shortly receive an email with your unique password (please keep this secure).

2. Express an Interest in the tender:

- Login to the portal with the username/password;
- Click the 'PQQs / ITTs Open To All Suppliers' link. (These are Pre-Qualification Questionnaires or Invitations to Tender open to any registered supplier);
- Click on the relevant PQQ/ ITT to access the content;
- Click the 'Express Interest' button at the top of the page;
- This will move the PQQ /ITT into your 'My PQQs/ My ITTs' page. (This is a secure area reserved for your projects only);
- You can now access any attachments by clicking 'Buyer Attachments' in the 'PQQ/ ITT Details' box.

3. Responding to the tender:

- Click 'My Response' under 'PQQ/ ITT Details', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if declining);
- You can now use the 'Messages' function to communicate with the buyer and seek any clarification;
- Note the deadline for completion, then follow the onscreen instructions to complete the PQQ/ ITT;
- There may be a mixture of online and offline actions for you to perform (there is detailed online help available) You must then submit your reply using the 'Submit Response' button at the top of the page. If you require any further assistance please consult the online help, or contact the eTendering help desk.

III.2.2. Economic and financial ability

List and brief description of conditions: Please see PQQ for details.

III.2.3. Technical and professional ability

List and brief description of conditions:
Please see PQQ for details.

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

Objective criteria for choosing the limited number of candidates: Please see the qualification envelope within the PQQ for further information on the selection criteria.

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

IV.3. Administrative information

IV.3.1. File reference number attributed by the contracting authority

914-3006

IV.3.2. Previous publication concerning this procedure

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

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

13.1.2014 - 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

VI.2. Information about European Union funds

VI.3. Additional information

The Contracting Authority intends to use an eTendering system in this procurement exercise and reserves the right to use a reverse auction.

VI.4. Procedures for review

VI.4.1. Review body

VI.4.2. Review procedure

Precise information on deadline(s) for review procedures: This authority will incorporate a standstill period at the point information on the award of the contract is communicated to tenderers. That notification will provide full information on the award decision. The standstill period, which will be for a minimum of 10 calendar days, provides time for unsuccessful tenderers to challenge the award decision before the contract is entered into The Public Contracts Regulations 2006 (SI 2006 No 5), as amended by the Public Contracts (Amendment) Regulations 2009 and the Public Contracts (Miscellaneous Amendments) Regulations 2011, provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland).

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

VI.5. Date of dispatch of this notice

6.12.2013