

United Kingdom-Matlock: Printing and related services

OJ S 190/2018 03/10/2018

Contract notice

Services

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

I.1. Name and addresses

Official name: Derbyshire Dales District Council
Postal address: Town Hall, Bank Road
Town: Matlock
NUTS code: UKF1 Derbyshire and Nottinghamshire
Postal code: DE4 3N
Country: United Kingdom
Contact person: Mr Andrew Hickson
E-mail: andrew.hickson@derbyshire.gov.uk
Telephone: +44 1629536479

Internet address(es):

Main address: <http://www.derbyshire.gov.uk/>
Address of the buyer profile: <http://www.derbyshire.gov.uk/>

I.3. Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at: <http://www.eastmidstenders.org>
Additional information can be obtained from the abovementioned address
Tenders or requests to participate must be submitted electronically via: <https://www.eastmidstenders.org/>

I.4. Type of the contracting authority

Regional or local authority

I.5. Main activity

General public services

Section II: Object

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

CTP914 Supply of Electoral Materials for Derbyshire Dales District Council
Reference number: CTP914

II.1.2. Main CPV code

79800000 Printing and related services

II.1.3. Type of contract

Services

II.1.4. Short description

Derbyshire Dales District Council is seeking a supplier for electoral print materials, annual canvass materials with deliveries and access to on-line print and mail service to comply with its statutory obligations for electoral events over a period of 3 years from 2019 to 2022 with the option to extend for a further 2 year period.

The requirement will not be split into lots as the Council has a single requirement for technical reasons, efficiencies and resource implications.

II.1.5. Estimated total value

Value excluding VAT: 350 000,00 GBP

II.1.6. Information about lots

This contract is divided into lots: no

II.2. Description

II.2.3. Place of performance

NUTS code: UKF1 Derbyshire and Nottinghamshire

II.2.4. Description of the procurement

Derbyshire Dales District Council wishes to establish a contract for the supply of electoral print materials, annual canvass materials with deliveries and access to on-line print and mail services to comply with its statutory obligations over a period of 3 years from 2019 to 2022.

These electoral events include District and Parish, Police and Crime Commissioner, County Council and Parliamentary Elections. In addition there may be other add-hoc electoral events including neighbourhood plan referenda, parliamentary, and county, district or parish by-elections and parish polls where printing services are required.

The Council requires access to an online print and mail service to facilitate Users creating and sending Invitation to Register (ITR)'s, discretionary Household Enquiry Forms (HEF)'s, confirmation letters, postal vote applications and other miscellaneous correspondence. The initial contract is for a 3 year period with an option to extend for a further 2 year period.

II.2.5. Award criteria

Criteria below

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

II.2.6. Estimated value

Value excluding VAT: 350 000,00 GBP

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

Duration in months: 36

This contract is subject to renewal: yes

Description of renewals:

There is an option to renew this contract for a further 24 month period.

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 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: 29/10/2018 Local time: 11:00

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

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7. Conditions for opening of tenders

Date: 29/10/2018 Local time: 11:05

Section VI: Complementary information

VI.1. Information about recurrence

This is a recurrent procurement: yes

VI.3. Additional information

VI.4. Procedures for review

VI.4.1. Review body

Official name: Derbyshire County Council
Postal address: County Hall, Smedley Street
Town: Matlock
Postal code: DE4 3AG
Country: United Kingdom
E-mail: michelle.smith@derbyshire.gov.uk
Telephone: +44 1629536870

VI.4.2. Body responsible for mediation procedures

Official name: Derbyshire County Council

Postal address: County Hall, Smedley Street
Town: Matlock
Postal code: DE4 3AG
Country: United Kingdom
E-mail: michelle.smith@derbyshire.gov.uk
Telephone: +44 1629536870

VI.4.3. Review procedure

Precise information on deadline(s) for review procedures:

The Council will incorporate a minimum 10 calendar days (or 15 if non-electronic or fax methods used) standstill period at the point information on the award of the contract is communicated to the relevant Economic Operators. Debriefing by the Council shall be in accordance with the Public Contracts Regulation 2015 (as amended) (the Regulations). Such information should be requested from the addressee in Section 1.1). If an appeal regarding the award of the contract has not been successfully resolved the Regulations provide for the aggrieved parties who are of the opinion that they have been harmed or are at risk of harm by a breach of the regulations, to take action in the High Court (England, Wales and Northern Ireland). Any such action must be brought as soon as possible.

VI.5. Date of dispatch of this notice

28/09/2018