

**United Kingdom-Edinburgh: Printing and delivery services**

OJ S 187/2019 27/09/2019

Contract notice

Services

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Energy Saving Trust Ltd

Postal address: 2nd Floor, Ocean Point 1, 94 Ocean Drive

Town: Edinburgh

NUTS code: UKM75 Edinburgh, City of

Postal code: EH6 6JH

Country: United Kingdom

E-mail: [david.angelini@est.org.uk](mailto:david.angelini@est.org.uk)

Telephone: +44 1315557900

**Internet address(es):**Main address: [www.energysavingtrust.org.uk](http://www.energysavingtrust.org.uk)Address of the buyer profile: [https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA14923](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA14923)**I.2. Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3. Communication**

Access to the procurement documents is restricted. Further information can be obtained at:

<https://www.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the abovementioned address

Tenders or requests to participate must be submitted electronically via: <https://www.publiccontractsscotland.gov.uk/>**I.4. Type of the contracting authority**

Other type: Government sub-contractor

**I.5. Main activity**

Environment

**Section II: Object**

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

Print and Fulfillment Services

**II.1.2. Main CPV code**

79823000 Printing and delivery services

**II.1.3.**

## **Type of contract**

Services

### **II.1.4. Short description**

The Energy Saving Trust is looking for a supplier to provide print and fulfilment services to support the marketing activity of all offices in Scotland. This comprises of the head office in Edinburgh and five regional advice centres in: Aberdeen, Ayr, Glasgow, Edinburgh and Inverness. On occasion there may be a requirement to print material for our London and Wales offices.

### **II.1.5. Estimated total value**

### **II.1.6. Information about lots**

This contract is divided into lots: no

## **II.2. Description**

### **II.2.2. Additional CPV code(s)**

79823000 Printing and delivery services

### **II.2.3. Place of performance**

NUTS code: UKM Scotland

### **II.2.4. Description of the procurement**

The Energy Saving Trust is looking for a supplier to provide print and fulfilment services to support the marketing activity of all offices in Scotland. This comprises of the head office in Edinburgh and five regional advice centres in: Aberdeen, Ayr, Glasgow, Edinburgh and Inverness. On occasion there may be a requirement to print material for our London and Wales offices.

### **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: 24

This contract is subject to renewal: yes

Description of renewals:

The contract may be extended by an additional 2 periods of 12 months each by agreement in writing between the Energy Saving Trust and the contractor.

### **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 III: Legal, economic, financial and technical information

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### III.1. Conditions for participation

#### III.1.1. Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions:

As described in the procurement documents.

#### 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

As described in the procurement documents.

#### III.2.3. 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

## Section IV: Procedure

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### 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: no

### IV.2. Administrative information

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

Date: 30/10/2019 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: 30/01/2020

#### IV.2.7. Conditions for opening of tenders

Date: 30/10/2019 Local time: 12:30

## Section VI: Complementary information

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**VI.1. Information about recurrence**

This is a recurrent procurement: no

**VI.2. Information about electronic workflows**

Electronic invoicing will be accepted

Electronic payment will be used

**VI.3. Additional information**

Note: to register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at [https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=598864](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=598864).

The buyer has indicated that it will accept electronic responses to this notice via the postbox facility. A user guide is available at [https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/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. (SC Ref:598864)

**VI.4. Procedures for review****VI.4.1. Review body**

Official name: Energy Saving Trust Ltd

Postal address: 2nd Floor, Ocean Point 1, 94 Ocean Drive

Town: Edinburgh

Postal code: EH6 6JH

Country: United Kingdom

Telephone: +44 1315557900

Internet address: [www.energysavingtrust.org.uk](http://www.energysavingtrust.org.uk)

**VI.5. Date of dispatch of this notice**

25/09/2019