

**United Kingdom-Northampton: Printing and related services**

OJ S 232/2018 01/12/2018

Contract notice

Supplies

**Legal Basis:**

Directive 2014/24/EU

**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Northampton Borough Council

Postal address: The Guildhall, St Giles' Square

Town: Northampton

NUTS code: UKF24 West Northamptonshire

Postal code: NN1 1DE

Country: United Kingdom

Contact person: LGSS Procurement

E-mail: [contracts@milton-keynes.gov.uk](mailto:contracts@milton-keynes.gov.uk)**Internet address(es):**Main address: <https://www.northampton.gov.uk/>Address of the buyer profile: <https://www.lgssprocurementportal.co.uk>**I.1. Name and addresses**

Official name: Corby Borough Council

Postal address: The Corby Cube, Parkland Gateway, George Street

Town: Corby

NUTS code: UKF25 North Northamptonshire

Postal code: NN17 1QG

Country: United Kingdom

E-mail: [contracts@milton-keynes.gov.uk](mailto:contracts@milton-keynes.gov.uk)**Internet address(es):**Main address: <https://www.corby.gov.uk>Address of the buyer profile: <https://www.lgssprocurementportal.co.uk>**I.1. Name and addresses**

Official name: Daventry District Council

Postal address: Lodge Road

Town: Daventry

NUTS code: UKF24 West Northamptonshire

Postal code: NN11 4FP

Country: United Kingdom

E-mail: [contracts@milton-keynes.gov.uk](mailto:contracts@milton-keynes.gov.uk)**Internet address(es):**Main address: <https://www.daventrydc.gov.uk/>Address of the buyer profile: <https://www.lgssprocurementportal.co.uk>**I.1. Name and addresses**

Official name: East Northamptonshire District Council

Postal address: Cedar Drive, Thrapston

Town: Northamptonshire  
NUTS code: UKF25 North Northamptonshire  
Postal code: NN14 4LZ  
Country: United Kingdom  
E-mail: [contracts@milton-keynes.gov.uk](mailto:contracts@milton-keynes.gov.uk)  
**Internet address(es):**  
Main address: <https://www.east-northamptonshire.gov.uk/>  
Address of the buyer profile: <https://www.lgssprocurementportal.co.uk>

#### **I.1. Name and addresses**

Official name: Milton Keynes Council  
Postal address: Civic Offices, 1 Saxon Gate East  
Town: Milton Keynes  
NUTS code: UKJ12 Milton Keynes  
Postal code: MK9 3EJ  
Country: United Kingdom  
E-mail: [contracts@milton-keynes.gov.uk](mailto:contracts@milton-keynes.gov.uk)  
**Internet address(es):**  
Main address: <https://www.milton-keynes.gov.uk>  
Address of the buyer profile: <https://www.lgssprocurementportal.co.uk>

#### **I.2. Information about joint procurement**

The contract involves joint procurement  
The contract is awarded by a central purchasing body

#### **I.3. Communication**

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

#### **I.4. Type of the contracting authority**

Regional or local authority

#### **I.5. Main activity**

General public services

### **Section II: Object**

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#### **II.1. Scope of the procurement**

##### **II.1.1. Title**

Framework for Printing and Mailing for Electoral Services  
Reference number: DN373334

##### **II.1.2. Main CPV code**

79800000 Printing and related services

##### **II.1.3. Type of contract**

Supplies

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

Northampton Borough Council (NBC) wishes to invite Tenders for the supply of goods and services in respect of framework for printing and mailing for electoral services.  
This framework is open for use by Northampton Borough Council, Corby Borough Council, Daventry District Council, East Northamptonshire Council and Milton Keynes Council.  
The framework is open to use by any city, district and borough or other local authority within Northamptonshire County and Milton Keynes Unitary Authority.

**II.1.5. Estimated total value**

Value excluding VAT: 4 000 000,00 GBP

**II.1.6. Information about lots**

This contract is divided into lots: no

**II.2. Description**

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

79811000 Digital printing services, 79822300 Typesetting services, 79822400 Lithographic services, 79823000 Printing and delivery services, 79824000 Printing and distribution services

**II.2.3. Place of performance**

NUTS code: UKF24 West Northamptonshire

NUTS code: UKF25 North Northamptonshire

NUTS code: UKJ12 Milton Keynes

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

The Authority is looking to procure:

- The printing of voter registration forms, information leaflets and envelopes for the purpose of the annual canvass and ongoing registration,
  - The printing of poll cards and absent vote poll cards for the purpose of elections and referenda,
  - The printing of ballot papers for elections, by-elections and referenda,
  - The printing of postal voting packs (including outer envelope, Envelope A, Envelope B, postal vote statement, instructions sheet) for elections and referenda. One piece mailer method is required,
  - postal vote refresh letters and reminders. This includes the enclosing, sealing and posting as required by Contracting Authorities,
  - associated mail house functions including extracting, enclosing, sealing and posting.
- The scope of services may change in accordance with legislation.

**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**

Value excluding VAT: 4 000 000,00 GBP

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

Duration in months: 48

This contract is subject to renewal: no

**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.1.2. 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

## **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**

The procurement involves the establishment of a framework agreement  
Framework agreement with several operators  
Envisaged maximum number of participants to the framework agreement: 3  
In the case of framework agreements, provide justification for any duration exceeding 4 years:

N/A

#### **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: 11/01/2019 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**

Duration in months: 3 (from the date stated for receipt of tender)

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

Date: 11/01/2019 Local time: 12:00

## **Section VI: Complementary information**

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**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: N/A

Town: N/A

Country: United Kingdom

**VI.4.3. Review procedure**

Precise information on deadline(s) for review procedures:

Precise information on deadline(s) for lodging appeals: The Council will incorporate a minimum 10 calendar day standstill period at the point information on the award of the Contract is communicated to tenderers. This period allows unsuccessful tenderers to seek further debriefing from the Contracting Authority before the Contract is entered into. Such additional information should be requested from (refer to address in Part I.1). If an appeal regarding the award of Contract has not been successfully resolved the Public Contracts Regulations 2015 (Chapter 6) 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). Any such action must be brought promptly. Where a Contract has not been entered into the Court may order the setting aside of the award decision or order the Authority to amend any document and may award damages. If the Contract has been entered into the Court may order the ineffectiveness of a Contract where serious breach have occurred in addition to any fine, the Court may instead provide for alternative penalties, either contract shortening, fines or both.

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

28/11/2018