

**United Kingdom-Newcastle-under-Lyme: Printing and distribution services**  
**OJ S 216/2019 08/11/2019**  
**Contract award notice**  
**Services**

**Legal Basis:**

Directive 2014/24/EU

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**Section I: Contracting authority**

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**I.1. Name and addresses**

Official name: Newcastle-under-Lyme Borough Council

Postal address: Castle House, Barracks Road

Town: Newcastle-under-Lyme

NUTS code: UKG West Midlands (England)

Postal code: ST5 1BL

Country: United Kingdom

Contact person: Andrew Bird — Head of Recycling and Waste

E-mail: [andrew.bird@newcastle-staffs.gov.uk](mailto:andrew.bird@newcastle-staffs.gov.uk)

Telephone: +44 1782717717

Fax: +44 1782711032

**Internet address(es):**

Main address: <http://www.newcastle-staffs.gov.uk/>

Address of the buyer profile: [https://www.mytenders.co.uk/search/Search\\_AuthProfile.aspx?ID=AA0592](https://www.mytenders.co.uk/search/Search_AuthProfile.aspx?ID=AA0592)

**I.1. Name and addresses**

Official name: Lichfield District Council

Town: Lichfield

NUTS code: UKG West Midlands (England)

Country: United Kingdom

E-mail: [procurement@lichfielddc.gov.uk](mailto:procurement@lichfielddc.gov.uk)

**Internet address(es):**

Main address: [www.lichfielddc.gov.uk/Home.aspx](http://www.lichfielddc.gov.uk/Home.aspx)

**I.1. Name and addresses**

Official name: Tamworth Borough Council

Town: Tamworth

NUTS code: UKG West Midlands (England)

Postal code: B79 7BZ

Country: United Kingdom

E-mail: [procurement@tamworth.gov.uk](mailto:procurement@tamworth.gov.uk)

**Internet address(es):**

Main address: <https://www.tamworth.gov.uk/>

**I.1. Name and addresses**

Official name: East Staffordshire Borough Council

Town: East Staffordshire

NUTS code: UKG West Midlands (England)

Country: United Kingdom

E-mail: [procurement@eaststaffsbc.gov.uk](mailto:procurement@eaststaffsbc.gov.uk)

**Internet address(es):**

Main address: <http://www.eaststaffsbc.gov.uk/>

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

Official name: South Staffordshire Council

Town: Codsall

NUTS code: UKG West Midlands (England)

Country: United Kingdom

E-mail: [procurement@sstaffs.gov.uk](mailto:procurement@sstaffs.gov.uk)

**Internet address(es):**

Main address: <https://www.sstaffs.gov.uk/>

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

Official name: Borough Council of Newcastle-under-Lyme

Town: Newcastle-under-Lyme

NUTS code: UKG West Midlands (England)

Country: United Kingdom

E-mail: [andrew.bird@newcastle-staffs.gov.uk](mailto:andrew.bird@newcastle-staffs.gov.uk)

**Internet address(es):**

Main address: <https://www.newcastle-staffs.gov.uk/>

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

The contract involves joint procurement

In the case of joint procurement involving different countries, state applicable national procurement law:

Newcastle-under-Lyme Borough Council

Tamworth Borough Council

Lichfield District Council

East Staffordshire Borough Council

South Staffordshire Council

#### **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**

Provision of Garden Waste Stickers and Supporting Services

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

79824000 Printing and distribution services

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

Services

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

Collaborating Councils are seeking a provider for the following goods and services:

Permit stickers

For each of its relevant customer the Council's require the following:

1) A5 high tack sticker (weather and scratch proof) to be printed with customer address, ref number and artwork as supplied by the contracting authorities, with instructions for customers printed on reverse of the sticker — as supplied by the contracting authorities.

Further details can be found in the invitation to tender documents.

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

This contract is divided into lots: no

#### **II.1.7. Total value of the procurement**

Value excluding VAT: 639 600,00 GBP

### **II.2. Description**

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

79824000 Printing and distribution services

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

NUTS code: UKG West Midlands (England)

Main site or place of performance: Newcastle-under-Lyme, Lichfield, Tamworth, East Staffordshire, South Staffordshire.

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

Collaborating Councils are seeking a provider for the following goods and services:

Permit stickers

For each of its relevant customer the Council's require the following:

1) A5 high tack sticker (weather and scratch proof) to be printed with customer address, ref number and artwork as supplied by the contracting authorities, with instructions for customers printed on reverse of the sticker — as supplied by the contracting authorities;

2) C5 window envelope with artwork as supplied by the contracting authorities and franking mark for postage;

3) A4 covering welcome letter to be printed with artwork supplied by the contracting authorities. The letter is a standard format and is not personalised;

4) 2nd class postage to each address;

5) All the above to be carried out on a daily basis. Each delivery of service will issue stickers for address data uploaded from each Council;

6) Additional pick and pack may be scheduled by request of the contracting authorities.

Cloud portal

7) Cloud management system required to manage customer garden bin stickers;

8) The contracting authorities to upload customer addresses (excel spreadsheet) on a weekly basis to a cloud portal;

9) Cloud portal to feature SSL certificate and encryption for when addresses are uploaded by contracting authorities;

10) Password protection with secure database storage and user update logging;

11) Contracting authorities staff to have access to cloud portal to monitor 'live' progress of customers permits – showing dispatch or print queue status;

12) Contracting authorities call-centre staff to have 'read only' access to portal to answer customer queries;

13) Contracting authorities do want to list all the information they require on the system for a belt and braces approach i.e. address, permit number, date of printing and postage etc;

14) Contracting authorities waste team to have edit access to portal;

- 15) Monthly reports/invoicing;
- 16) Process to address complaints of non-receipt of permits.

#### **II.2.5. Award criteria**

Quality criterion - Name: 8.3 'a' to 'd' and 8.4 'a' and 'b' ITT Part 2 Section 8 / Weighting: 40  
Price - Weighting: 60

#### **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**

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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: yes

#### **IV.2. Administrative information**

##### **IV.2.1. Previous publication concerning this procedure**

Notice number in the OJ S: [2019/S 076-181132](#)

##### **IV.2.8. Information about termination of dynamic purchasing system**

##### **IV.2.9. Information about termination of call for competition in the form of a prior information notice**

### **Section V: Award of contract**

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A contract/lot is awarded: yes

#### **V.2. Award of contract**

##### **V.2.1. Date of conclusion of the contract**

24/10/2019

##### **V.2.2. Information about tenders**

Number of tenders received: 4

Number of tenders received from SMEs: 0

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 4

The contract has been awarded to a group of economic operators: no

**V.2.3. Name and address of the contractor**

Official name: Euro Label Printers  
Postal address: 23 Alphabet Mews  
Town: London  
NUTS code: UK United Kingdom  
Postal code: SW9 0FN  
Country: United Kingdom  
Telephone: +44 2075829579  
The contractor is an SME: no

**V.2.4. Information on value of the contract/lot**

Initial estimated total value of the contract/lot: 639 600,00 GBP  
Total value of the contract/lot: 706 300,00 GBP

**V.2.5. Information about subcontracting****Section VI: Complementary information**

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**VI.3. Additional information**

(MT Ref:217309)

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

Official name: Newcastle-under-Lyme Borough Council  
Postal address: Castle House, Barracks Road  
Town: Newcastle-under-Lyme  
Postal code: ST5 1BL  
Country: United Kingdom  
Telephone: +44 1782717717  
Fax: +44 1782711032  
Internet address: <http://www.newcastle-staffs.gov.uk/>

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

07/11/2019