

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/002128-2021>

Tender

## **Provision of Digital Science Equipment Catalogue – Y21022**

Kent County Council (t/a KCS)

F02: Contract notice

Notice identifier: 2021/S 000-002128

Procurement identifier (OCID): ocids-h6vhtk-028fa6

Published 3 February 2021, 10:28am

### **Section I: Contracting authority**

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

Kent County Council (t/a KCS)

Head Office, 1 Abbey Wood Group, Kings Hill

West Malling

ME19 4YT

#### **Contact**

Mr Ian Day

#### **Email**

[ian.day@cs ltd.org.uk](mailto:ian.day@cs ltd.org.uk)

#### **Telephone**

+44 1622236697

#### **Country**

United Kingdom

**NUTS code**

UK - UNITED KINGDOM

**Internet address(es)**

Main address

<http://www.commercialservices.org.uk>

Buyer's address

<http://www.commercialservices.org.uk>

**I.2) Information about 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://procontract.due-north.com/Advert/Index?advertId=024e8731-0866-eb11-8108-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=024e8731-0866-eb11-8108-005056b64545>

**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**

Provision of Digital Science Equipment Catalogue – Y21022

Reference number

DN524787

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

- 39162000 - Educational equipment

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

Supplies

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

The Supplier shall provide an online digital catalogue of Science equipment that KCS will promote via its own 'webshop'. The catalogue will be accessible to KCS customers and will supplement the KCS products, services and catalogues.

NB – this is for Science Equipment only, there is no Chemical requirement

The following outlines the minimum expectations of the catalogue.

##### **General Requirements**

Complete range of Science Equipment to cover all school key stages include EYFS, KS1 to 5 and higher and further education levels.

- Full digital page turn-able online PDF catalogue (built jointly). Catalogue to be provided in PDF Format and where possible available in 'indesign' file.
- Full product range available in editable CSV files. CSV headings to be provided by KCS post award.
- Full product range to be included will be determined post award.
- Run in conjunction with KCS catalogue periods.

- o 2021 - April to December (pro-rated dependant on start date)
- o 2022 and beyond – January to December
- No price changes in 'catalogue' year (see above)
- Advertised pricing will be supplier standard pricing.
- Each product purchased will be discounted to KCS at the agreed rate.
- The majority of orders will be priced inclusive of delivery. Exceptions will be agreed post award.
- Branding will be KCS.
- All products must conform as a minimum to British Standards or equivalent relating to the provision of Science equipment – a list of standards is attached at Schedule 3
- Products destined for international customers will be delivered to a designated KCS warehouse (this could be various locations throughout the UK)
- Product coding will be discussed and agreed prior to publication.

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

This contract is divided into lots: No

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

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

- 39162000 - Educational equipment

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

NUTS codes

- UK - UNITED KINGDOM

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

The Supplier shall provide an online digital catalogue of Science equipment that KCS will promote via its own 'webshop'. The catalogue will be accessible to KCS customers and will supplement the KCS products, services and catalogues.

NB – this is for Science Equipment only, there is no Chemical requirement

The following outlines the minimum expectations of the catalogue.

### General Requirements

Complete range of Science Equipment to cover all school key stages include EYFS, KS1 to 5 and higher and further education levels.

- Full digital page turn-able online PDF catalogue (built jointly). Catalogue to be provided in PDF Format and where possible available in 'indesign' file.
- Full product range available in editable CSV files. CSV headings to be provided by KCS post award.
- Full product range to be included will be determined post award.
- Run in conjunction with KCS catalogue periods.
  - o 2021 - April to December (pro-rated dependant on start date)
  - o 2022 and beyond – January to December
- No price changes in 'catalogue' year (see above)
- Advertised pricing will be supplier standard pricing.
- Each product purchased will be discounted to KCS at the agreed rate.
- The majority of orders will be priced inclusive of delivery. Exceptions will be agreed post award.
- Branding will be KCS.
- All products must conform as a minimum to British Standards or equivalent relating to the provision of Science equipment – a list of standards is attached at Schedule 3
- Products destined for international customers will be delivered to a designated KCS warehouse (this could be various locations throughout the UK)
- Product coding will be discussed and agreed prior to publication.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

**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**

To gain access and complete the necessary documents please follow the instruction below

Visit - [WWW.Kentbusinessportal.org.uk](http://WWW.Kentbusinessportal.org.uk)

Select - Opportunities

Select Organisation - Commercial Services

Select the opportunity appropriate to you from the list provided

Express interest - you may need to register first

Once successful expression is completed you can access and complete the requirements in two ways

1 - when you register you will receive a successful registration email, this also contains an link taking you direct to the opportunity

2 - when you log in to proactis go to my activities, select commercial services and you will be presented with the opportunity.

Following the instruction from herein

---

## **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**

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

In the case of framework agreements, provide justification for any duration exceeding 4 years:

#### **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

31 March 2021

Local time

2:00pm

#### **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: 4 (from the date stated for receipt of tender)

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

Date

31 March 2021

Local time

2:10pm

---

### **Section VI. Complementary information**

#### **VI.1) Information about recurrence**

This is a recurrent procurement: No

#### **VI.4) Procedures for review**

##### **VI.4.1) Review body**

Commercial Services Kent Ltd

1 Abbey Wood Road, Kings Hill

West Malling

ME19 4YT

Country

United Kingdom