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Tender

ID 5276936 DfC - NILGOSC - Printing Services

Northern Ireland Local Government Officers' Superannuation Committee

F02: Contract notice

Notice identifier: 2025/S 000-002619

Procurement identifier (OCID): ocds-h6vhtk-04d644

Published 24 January 2025, 4:51pm

Section I: Contracting authority

I.1) Name and addresses

Northern Ireland Local Government Officers' Superannuation Committee

411 Hollywood Road

BELFAST

BT4 2LP

Email

SSDAdmin.CPD@finance-ni.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etendersni.gov.uk/epps>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

ID 5276936 DfC - NILGOSC - Printing Services

Reference number

ID 5276936

II.1.2) Main CPV code

- 79800000 - Printing and related services

II.1.3) Type of contract

Services

II.1.4) Short description

NILGOSC is the administrating body for the Northern Ireland Local Government Pension Scheme (the Scheme). NILGOSC wishes to appoint one Supplier for both Lot 1 and Lot 2 for the provision of Secure Print and Mailing Services and General Print Services. The services required have been divided into the following 2 Lots. Each Lot will be evaluated and awarded separately, there is no limit to the number of Lots tenderers may bid for or be awarded. There will be a single Supplier for each Lot. Suppliers will be required to deliver the requirements detailed for each Lot- as set out in this Specification document. Lot 1 – Secure Print and Mailing Services Lot 2 – General Print Services Please see ID 5276936 Mid-Tier Schedule 2 Specification document for further information.

II.1.5) Estimated total value

Value excluding VAT: £313,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots

2

II.2) Description

II.2.1) Title

Lot 1 - Secure Print and Mailing Services

Lot No

1

II.2.2) Additional CPV code(s)

- 79810000 - Printing services
- 79820000 - Services related to printing
- 79811000 - Digital printing services

- 79821000 - Print finishing services
- 79821100 - Proofreading services
- 79823000 - Printing and delivery services
- 79824000 - Printing and distribution services

II.2.3) Place of performance

NUTS codes

- UKN - Northern Ireland

II.2.4) Description of the procurement

NILGOSC is the administrating body for the Northern Ireland Local Government Pension Scheme (the Scheme). NILGOSC wishes to appoint one Supplier for both Lot 1 and Lot 2 for the provision of Secure Print and Mailing Services and General Print Services. The services required have been divided into the following 2 Lots. Each Lot will be evaluated and awarded separately, there is no limit to the number of Lots tenderers may bid for or be awarded. There will be a single Supplier for each Lot. Suppliers will be required to deliver the requirements detailed for each Lot- as set out in this Specification document. Lot 1 – Secure Print and Mailing Services Lot 2 – General Print Services Please see ID 5276936 Mid-Tier Schedule 2 Specification document for further information.

II.2.5) Award criteria

Quality criterion - Name: AC1 Proposed Resources / Weighting: 13.3

Quality criterion - Name: AC2 Proposed Methodology / Weighting: 13.3

Quality criterion - Name: AC3 Example of Print and Delivery Process / Weighting: 6.3

Quality criterion - Name: AC4 Security Measures / Weighting: 9.8

Quality criterion - Name: AC5 Key Account Manager Experience / Weighting: 4.9

Quality criterion - Name: AC6 Contract Management and Contingency / Weighting: 7

Quality criterion - Name: AC7 Data Protection / Weighting: 4.9

Quality criterion - Name: AC8 Social Value / Weighting: 10.5

Cost criterion - Name: AC9 Total Contract Cost / Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £177,000

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

This contract is an ongoing requirement for NILGOSC and may be subject to renewal after this current contract expires.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

There are two separate options to extend this contract for a period of up to 12 months on each occasion.

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) Description

II.2.1) Title

Lot 2 - General Print Services

Lot No

2

II.2.2) Additional CPV code(s)

- 79810000 - Printing services
- 79820000 - Services related to printing
- 79811000 - Digital printing services
- 79821000 - Print finishing services
- 79821100 - Proofreading services
- 79823000 - Printing and delivery services
- 79824000 - Printing and distribution services

II.2.3) Place of performance

NUTS codes

- UKN - Northern Ireland

II.2.4) Description of the procurement

NILGOSC is the administrating body for the Northern Ireland Local Government Pension Scheme (the Scheme). NILGOSC wishes to appoint one Supplier for both Lot 1 and Lot 2 for the provision of Secure Print and Mailing Services and General Print Services. The services required have been divided into the following 2 Lots. Each Lot will be evaluated and awarded separately, there is no limit to the number of Lots tenderers may bid for or be awarded. There will be a single Supplier for each Lot. Suppliers will be required to deliver the requirements detailed for each Lot- as set out in this Specification document. Lot 1 – Secure Print and Mailing Services Lot 2 – General Print Services Please see ID 5276936 Mid-Tier Schedule 2 Specification document for further information.

II.2.5) Award criteria

Quality criterion - Name: AC1 Proposed Resources / Weighting: 21

Quality criterion - Name: AC2 Proposed Methodology / Weighting: 21

Quality criterion - Name: AC3 Example of Print and Delivery Process / Weighting: 6.3

Quality criterion - Name: AC4 Key Account Manager Experience / Weighting: 5.6

Quality criterion - Name: AC5 Contract Management and Contingency / Weighting: 5.6

Quality criterion - Name: AC6 Social Value / Weighting: 10.5

Cost criterion - Name: AC7 Total Contract Cost / Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £136,000

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

This contract is an ongoing requirement for NILGOSC and may be subject to renewal after the current contract expires.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

There are two separate options to extend this contract for a period of up to 12 months on each occasion.

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

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

28 February 2025

Local time

3:00pm

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

Tender must be valid until: 29 May 2025

IV.2.7) Conditions for opening of tenders

Date

28 February 2025

Local time

3:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Contract Monitoring. The successful contractor's performance on the contract will be regularly monitored. Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in CPD for further action. If this occurs and your performance does not improve to satisfactory levels within the specified period, this can be considered grounds for termination of the contract at your expense as provided for in the Mid-Tier Conditions of Contract. In lieu of termination, CPD may issue a Notice of Written Warning or a Notice of Unsatisfactory Performance. A supplier in receipt of multiple Notices of Written Warning or a Notice of Unsatisfactory Performance may, in accordance with The Public Contracts Regulations 2015 (as amended) be excluded from future public procurement competitions for a period of up to three years. The Authority expressly reserves the rights: (I) not to award any contract as a result of the procurement process commenced by publication of this notice; (II) to make whatever changes it may see fit to the content and structure of the tendering Competition; (III) to award (a) contract(s) in respect of any part(s) of the services covered by this notice; and (IV) to award contract(s) in stages. In no circumstances will the Authority be liable for any costs incurred by candidates.

VI.4) Procedures for review

VI.4.1) Review body

The UK does not have any such bodies with responsibility for appeal/mediation procedures. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015 as amended. Postal address

Belfast

Country

United Kingdom