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Tender

## **YPO - 001039 Electronic Office supplies**

YPO

F02: Contract notice

Notice identifier: 2021/S 000-002742

Procurement identifier (OCID): ocds-h6vhtk-02921d

Published 10 February 2021, 3:55pm

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

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

YPO

41 Industrial Park

Wakefield

WF2 0XE

#### **Contact**

Contracts Team

#### **Email**

[contracts@ypo.co.uk](mailto:contracts@ypo.co.uk)

#### **Telephone**

+44 01924664685

#### **Country**

United Kingdom

**NUTS code**

UKE45 - Wakefield

**Internet address(es)**

Main address

<http://www.ypo.co.uk/>

Buyer's address

<https://procontract.due-north.com/register?ReadForm>

**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.duenorth>

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/register?ReadForm>

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

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

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

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

YPO - 001039 Electronic Office supplies

Reference number

001039

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

- 30190000 - Various office equipment and supplies

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

Supplies

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

YPO are looking for Providers to be appointed onto a Framework Agreement for the provision of Electronic Office Supplies. This Framework is designed to allow YPO to meet the needs of all public sector organisations, which includes YPO's internal requirements, by establishing an agreement where the end customer will place orders directly with the Provider on a "contract" basis and the Provider will deliver direct to the end customer on an agreed basis.

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

Value excluding VAT: £7,000,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

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

#### **II.2.1) Title**

Lot 1 - Electronic Office Supplies

Lot No

1

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

- 30125000 - Parts and accessories of photocopying apparatus
- 30192113 - Ink cartridges
- 30192320 - Printer ribbons
- 30193200 - Desktop trays or organisers
- 30199330 - Continuous paper for computer printers
- 30233130 - Magnetic disk storage units
- 30233131 - Floppy-disk drives
- 30233132 - Hard-disk drives
- 30233140 - Direct-access storage devices (DASD)
- 30233141 - Redundant Array of Independent Disk (RAID)
- 30233150 - Optical-disk drives
- 30233151 - Compact disk (CD) reader and/or burner
- 30233153 - Compact disk (CD) and digital versatile disk (DVD) reader and/or burner
- 30233180 - Flash memory storage devices
- 30233190 - Disk controller
- 30234100 - Magnetic disk
- 30234200 - Optical disks
- 30234300 - Compact disks (CDs)
- 30234400 - Digital versatile disks (DVDs)
- 30234500 - Memory storage media
- 30234600 - Flash memory
- 30236100 - Memory-expansion equipment

- 30236110 - Random access memory (RAM)
- 30236111 - Dynamic random access memory (DRAM)
- 30236112 - Static random access memory (SRAM)
- 30236113 - Synchronous dynamic random access memory (SDRAM)
- 30236114 - Rambus dynamic random access memory (RDRAM)
- 30236115 - Synchronous graphic random access memory (SGRAM)
- 30236120 - Read only memory (ROM)
- 30236121 - Programmable read only memory (PROM)
- 30236122 - Erasable programmable read only memory (EPROM)
- 30236123 - Electronically erasable programmable read only memory (EEPROM)
- 30237132 - Universal Serial Bus (USB) Interfaces
- 30237133 - Personal Computer Memory Card International Association (PCMCIA) adaptors and interfaces
- 30237310 - Font cartridges for printers
- 30237320 - Diskettes
- 30237350 - Data cartridges
- 31710000 - Electronic equipment
- 35331500 - Cartridges
- 42991230 - Ticket printers
- 48519000 - Memory-management software package
- 50312600 - Maintenance and repair of information technology equipment
- 50312610 - Maintenance of information technology equipment
- 50312620 - Repair of information technology equipment
- 50313000 - Maintenance and repair of reprographic machinery
- 50314000 - Repair and maintenance services of facsimile machines
- 72140000 - Computer hardware acceptance testing consultancy services

- 72150000 - Computer audit consultancy and hardware consultancy services
- 72212511 - Desktop communications software development services
- 72212519 - Memory-management software development services
- 72220000 - Systems and technical consultancy services
- 72230000 - Custom software development services
- 72240000 - Systems analysis and programming services
- 72250000 - System and support services
- 72260000 - Software-related services
- 72300000 - Data services
- 72500000 - Computer-related services
- 72600000 - Computer support and consultancy services
- 72900000 - Computer back-up and catalogue conversion services

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

NUTS codes

- UK - UNITED KINGDOM

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

Lot 1 is for the provision of Electronic Office Supplies which includes but not limited to printer consumables, Compatible/Re-manufactured Ink/Toner cartridges, CD's, DVD's, Memory Sticks, SD Cards, 3D Printer Consumables. Associated services can also be procured, including collection and recycle of toners, print support etc within the remit of the lot. This is to be ordered by the customer with the supplier and delivered direct to the customer without YPO involvement.

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

Quality criterion - Name: Non -Cost / Weighting: 50%

Price - Weighting: 50%

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

Start date

23 April 2021

End date

22 April 2025

This contract is subject to renewal

Yes

Description of renewals

There is a possibility that this framework will be subject to renewal after 3.5 years from the commencement date.

#### **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) Description**

#### **II.2.1) Title**

Lot 2 - Sole Supplier Portal for Electronic Office Supplies

Lot No

2

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

- 30125000 - Parts and accessories of photocopying apparatus
- 30192113 - Ink cartridges

- 30192320 - Printer ribbons
- 30193200 - Desktop trays or organisers
- 30199330 - Continuous paper for computer printers
- 30233130 - Magnetic disk storage units
- 30233131 - Floppy-disk drives
- 30233132 - Hard-disk drives
- 30233140 - Direct-access storage devices (DASD)
- 30233141 - Redundant Array of Independent Disk (RAID)
- 30233150 - Optical-disk drives
- 30233151 - Compact disk (CD) reader and/or burner
- 30233153 - Compact disk (CD) and digital versatile disk (DVD) reader and/or burner
- 30233180 - Flash memory storage devices
- 30233190 - Disk controller
- 30234100 - Magnetic disk
- 30234200 - Optical disks
- 30234300 - Compact disks (CDs)
- 30234400 - Digital versatile disks (DVDs)
- 30234500 - Memory storage media
- 30234600 - Flash memory
- 30236100 - Memory-expansion equipment
- 30236110 - Random access memory (RAM)
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- 30236112 - Static random access memory (SRAM)
- 30236113 - Synchronous dynamic random access memory (SDRAM)
- 30236114 - Rambus dynamic random access memory (RDRAM)
- 30236115 - Synchronous graphic random access memory (SGRAM)



- 30236120 - Read only memory (ROM)
- 30236121 - Programmable read only memory (PROM)
- 30236122 - Erasable programmable read only memory (EPROM)
- 30236123 - Electronically erasable programmable read only memory (EEPROM)
- 30237132 - Universal Serial Bus (USB) Interfaces
- 30237133 - Personal Computer Memory Card International Association (PCMCIA) adaptors and interfaces
- 30237310 - Font cartridges for printers
- 30237320 - Diskettes
- 30237350 - Data cartridges
- 31710000 - Electronic equipment
- 35331500 - Cartridges
- 42991230 - Ticket printers
- 48519000 - Memory-management software package
- 72212511 - Desktop communications software development services
- 72212519 - Memory-management software development services
- 72540000 - Computer upgrade services

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

NUTS codes

- UK - UNITED KINGDOM

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

Lot 2 is for the provision of Electronic Office Supplies via a sole supplier portal where customers can log on and order and pay direct with the supplier and the supplier will deliver direct to the customer with no YPO involvement.

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

Quality criterion - Name: Non-Cost / Weighting: 50%

Price - Weighting: 50%

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

Start date

23 April 2021

End date

22 April 2025

This contract is subject to renewal

Yes

Description of renewals

There is a possibility that this framework will be subject to renewal after 3.5 years from the commencement date.

**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

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## **Section III. Legal, economic, financial and technical information**

### **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

Organisations must ensure that they are not in breach of any of the mandatory or discretionary exclusions contained in Regulation 57 of the Public Contracts Regulations 2015. Please refer to the

Tender Documentation/ Online Tender located on our E-Procurement system. The web address can be found under 'Procurement Documents' in 'Communication' section in this notice.

#### **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**

Please refer to the Framework Agreement Terms and Conditions located on our E-Procurement system. The web address can be found under Procurement Documents in 'Communication' Section in this notice.

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## **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 several operators

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: Yes

**IV.2) Administrative information**

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

Date

17 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: 3 (from the date stated for receipt of tender)

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

Date

17 March 2021

Local time

2:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: There is a possibility that this framework will be subject to renewal after 3.5 years from the commencement date

### **VI.3) Additional information**

YPO are purchasing on the behalf of other contracting authorities. Please see the below link for details: <https://www.ypo.co.uk/about/customers/ojeu-permissible-users>

YPO will incorporate a standstill period at the point of notification of the award of the contract is provided to all bidders. The standstill period will be for a minimum of 10 calendar days, and provides time for unsuccessful tenderers to challenge the award decision before the contract is entered into. The Public Contracts Regulations 2015 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).

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

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

High Court of England and Wales

London

Country

United Kingdom