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Tender

## **Pre-Printed Stationery**

NORTHERN GAS NETWORKS LIMITED

F05: Contract notice – utilities

Notice identifier: 2023/S 000-002967

Procurement identifier (OCID): ocds-h6vhtk-03a18b

Published 31 January 2023, 3:54pm

### **Section I: Contracting entity**

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

NORTHERN GAS NETWORKS LIMITED

1100 Century Way Thorpe Park

LEEDS

LS158TU

#### **Contact**

Harriet Wilkes

#### **Email**

[hwilkes@northerngas.co.uk](mailto:hwilkes@northerngas.co.uk)

#### **Telephone**

+44 7813523683

#### **Country**

United Kingdom

**Region code**

UKE42 - Leeds

**Companies House**

05167070

**Internet address(es)**

Main address

<https://www.northerngasnetworks.co.uk>

**I.3) Communication**

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

<https://www.northerngasnetworks.co.uk/procurement/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.northerngasnetworks.co.uk/procurement/>

**I.6) Main activity**

Production, transport and distribution of gas and heat

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**Section II: Object**

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

**II.1.1) Title**

Pre-Printed Stationery

**II.1.2) Main CPV code**

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

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

Services

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

The purpose of this contract is to find a suitable supplier to carry out the Pre-printed Stationery services as detailed below. Suppliers are welcome to bid on LOT 1 or LOT 2 or can bid on both LOTs.

LOT 1 - Pre-printed stationery

LOT 2 - Fulfilment letters

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

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots

2

Maximum number of lots that may be awarded to one tenderer: 2

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Northern Gas Networks will award a contract to the winning supplier on each LOT. If the same supplier wins both LOTs in line with the scoring criteria then they will be awarded both LOTs.

## **II.2) Description**

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

Pre-Printed Stationery

Lot No

1

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

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

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

NUTS codes

- UKE42 - Leeds

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

LOT 1 covers Northern Gas Networks' pre-printed stationery requirements, the main bulk of which is covered by a stock holding model, and a minimal amount covered by print on demand.

#### **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

36

This contract is subject to renewal

Yes

Description of renewals

3 x 1 year extension provisions

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

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

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

Fulfilment Letters

Lot No

2

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

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

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

NUTS codes

- UKE42 - Leeds

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

LOT 2 covers the printing and mailing of NGN's fulfilment letters. As part of NGN's Stakeholder submission with OFGEM, it is mandatory to communicate our REPEX programme to customers.

### **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

36

This contract is subject to renewal

Yes

Description of renewals

3 x 1 extension provisions

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Negotiated procedure with prior call for competition

#### **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

16 February 2023

Local time

9:00am

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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## **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**

Northern Gas Networks

Leeds

Country

United Kingdom