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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

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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

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

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

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

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