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Tender

CD/DVD Duplication Services and blank digital media for the UKHO

UK Hydrographic Office

F02: Contract notice

Notice identifier: 2022/S 000-003992

Procurement identifier (OCID): ocds-h6vhtk-031633

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Section I: Contracting authority

I.1) Name and addresses

UK Hydrographic Office

Admiralty Way

Taunton

TA1 2DN

Contact

Stuart Speer

Email

stuart.speer@ukho.gov.uk

Telephone

+44 1823484444

Country

United Kingdom

NUTS code

UKK23 - Somerset

Internet address(es)

Main address

<https://ukho.gov.uk>

Buyer's address

<http://www.ukho.gov.uk>

I.3) Communication

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

<https://ukho.delta-esourcing.com/delta/viewNotice.html?noticeId=666521419>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://ukho.delta-esourcing.com/delta/viewNotice.html?noticeId=666521419>

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

Defence

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

CD/DVD Duplication Services and blank digital media for the UKHO

II.1.2) Main CPV code

- 30234300 - Compact disks (CDs)

II.1.3) Type of contract

Supplies

II.1.4) Short description

This requirement is for the supply of CD/DVD duplication disks and services and also blank digital media for the UKHO. This is for up to a one year Contract with no further options or extensions, only.

II.1.5) Estimated total value

Value excluding VAT: £550,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKK23 - Somerset

Main site or place of performance

Somerset

II.2.4) Description of the procurement

Supply of a weekly service for the production, printing, labelling and packaging of CD/DVD digital media and also supply of blank digital media to the UKHO. Details of the estimated quantities across a range of digital products are included within the Statement of Requirements documentation in the Tender. Digital data is provided by the UKHO to the supplier via an FTP site and turnaround of disks is within 24 hours for most products. Business resilience may also be required in the contract period too.

II.2.5) Award criteria

Quality criterion - Name: Price / Weighting: 30

Quality criterion - Name: Technical Compliance / Weighting: 50

Quality criterion - Name: Samples of Work (CD/DVD trial) / Weighting: 10

Quality criterion - Name: Social Value / Weighting: 10

Cost criterion - Name: Price / Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £550,000

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

Duration in months

12

This contract is subject to renewal

Yes

Description of renewals

Renewal may be required within the contract period

II.2.10) Information about variants

Variants will be accepted: Yes

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

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

See Tender documents

III.1.2) Economic and financial standing

List and brief description of selection criteria

See details in Tender documents. Tenderers shall be jointly and severably liable.

III.1.3) Technical and professional ability

List and brief description of selection criteria

See details in Tender documents

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

See details of the expected lead times and Service Level Agreements in the Tender documents

III.2.3) Information about staff responsible for the performance of the contract

Obligation to indicate the names and professional qualifications of the staff assigned to performing the contract

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

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

18 March 2022

Local time

11:00am

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

18 March 2022

Local time

11:00am

Place

Taunton

Information about authorised persons and opening procedure

Tenders only opened by nominated UKHO Procurement staff

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Any time up to 31st May 2023

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://ukho.delta-esourcing.com/tenders/UK-UK-Taunton:-Compact-disks-%28CDs%29./8ZRM89983S>

To respond to this opportunity, please click here:

<https://ukho.delta-esourcing.com/respond/8ZRM89983S>

GO Reference: GO-2022211-PRO-19637757

VI.4) Procedures for review

VI.4.1) Review body

UKi Hydrographic Office

Admiralty Way

Taunton

TA1 2DN

Email

stuart.speer@ukho.gov.uk

Telephone

+44 1823483865

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

As stated at Section VI.4 above

Taunton

Country

United Kingdom

VI.4.4) Service from which information about the review procedure may be obtained

As stated at Section VI.4 above

Taunton

Country

United Kingdom