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Contract

ID 4748127 - DoJ - The Provision of a Graphic Design and Print Service

The Department of Justice

F03: Contract award notice

Notice identifier: 2024/S 000-004878

Procurement identifier (OCID): ocds-h6vhtk-040a69

Published 14 February 2024, 9:53am

Section I: Contracting authority

I.1) Name and addresses

The Department of Justice

c/o CPD, 303 Airport Road West

BELFAST

BT3 9ED

Email

Justice.CPD@finance-ni.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<https://www.justice-ni.gov.uk/>

Buyer's address

<https://www.finance-ni.gov.uk/topics/procurement>

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

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 4748127 - DoJ - The Provision of a Graphic Design and Print Service

II.1.2) Main CPV code

- 79822500 - Graphic design services

II.1.3) Type of contract

Services

II.1.4) Short description

The Department of Justice (DoJ) is responsible for the resourcing, legislative and policy

framework of the justice system in Northern Ireland. The mission of the Department is: “working in partnership to create a fair, just and safe community where we respect the law and each other”. The Department of Justice, together with its agencies, Non-Departmental Public Bodies (NDPBs) and stakeholders supports the Minister of Justice in delivering on this mission. The DoJ wishes to establish a contract for the provision of graphic design, artwork and print management services. The Contractor will be required to provide a print management function and, if necessary, may subcontract the print element as required. The Contractor will be responsible for the quality and delivery of the final print products. The Contractor will be required to deliver a flexible, high-quality service while achieving best value for money for the public purse. The Contract will be for an initial period of 3 years with the option to extend for two further periods of 12 months each.

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £600,000

II.2) Description

II.2.2) Additional CPV code(s)

- 79800000 - Printing and related services
- 79823000 - Printing and delivery services
- 79810000 - Printing services
- 79820000 - Services related to printing
- 79824000 - Printing and distribution services

II.2.3) Place of performance

NUTS codes

- UKN - Northern Ireland

II.2.4) Description of the procurement

The Department of Justice (DoJ) is responsible for the resourcing, legislative and policy

framework of the justice system in Northern Ireland. The mission of the Department is: “working in partnership to create a fair, just and safe community where we respect the law and each other”. The Department of Justice, together with its agencies, Non-Departmental Public Bodies (NDPBs) and stakeholders supports the Minister of Justice in delivering on this mission. The DoJ wishes to establish a contract for the provision of graphic design, artwork and print management services. The Contractor will be required to provide a print management function and, if necessary, may subcontract the print element as required. The Contractor will be responsible for the quality and delivery of the final print products. The Contractor will be required to deliver a flexible, high-quality service while achieving best value for money for the public purse. The Contract will be for an initial period of 3 years with the option to extend for two further periods of 12 months each.

II.2.5) Award criteria

Quality criterion - Name: Key Account Manager Experience / Weighting: 24.5

Quality criterion - Name: Proposed Team Experience / Weighting: 14

Quality criterion - Name: Proposed Methodology / Weighting: 14

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

Quality criterion - Name: Social Value / Weighting: 10.5

Price - Weighting: 30

II.2.11) Information about options

Options: Yes

Description of options

The Contract will be for an initial period of 3 years with the option to extend for two further periods of 12 months each.

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.2.1) Previous publication concerning this procedure

Notice number: [2023/S 000-029721](#)

Section V. Award of contract

Contract No

1

Title

Contract

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

13 February 2024

V.2.2) Information about tenders

Number of tenders received: 6

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 1

Number of tenders received by electronic means: 6

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Withheld for security reasons

Withheld for security reasons

Email

Justice.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

- UK - United Kingdom

Internet address

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

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £600,000

Total value of the contract/lot: £600,000

Section VI. Complementary information

VI.3) Additional information

Please note that information relating to contractors engaged by the Northern Ireland Department of Justice, and associated bodies, is not published in any publicly accessible forum or publication. This is to protect such contractors, whose security and safety could be threatened by dissident terrorist organisations still active in Northern Ireland if their details became known. This is consistent with Regulation 50(6)(a). The contract values listed are broad estimates only and include additional quantum for unforeseen demand and to futureproof for additional potential. There is no guarantee of any level of business under this contract. The estimates are not deemed to be conditions of contract nor a guarantee of minimum demand or uptake. No compensation will be payable to a contractor should the actual demand be less than that stated. Contract Monitoring: The successful contractors' performance on this contract will be managed as per specification and 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 Construction and Procurement Delivery for further action. If this occurs and their performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave professional misconduct and they may be issued with a notice of written warning and notice of unsatisfactory performance and this contract may be terminated. The issue of a notice of written warning and notice of unsatisfactory performance will result in the contractor being excluded from all procurement competitions being undertaken by Centres of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy for a period of up to 3 years from the date of issue of the notice.

VI.4) Procedures for review

VI.4.1) Review body

The UK does not have any special review body with responsibility for appeal/mediation procedures in public procurement competitions. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued.

N/A

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

CPD complied with the Public Contracts Regulations 2015 (as amended), and incorporated a standstill period at the point information on the awards of the contracts was communicated to tenderers. Those notifications provided full information on the award decision. This provided time for unsuccessful tenderers to challenge the award decision before the contracts were entered into.