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Tender

Members Magazine and Guide Postage

Tate Gallery

F02: Contract notice

Notice identifier: 2021/S 000-005288

Procurement identifier (OCID): ocds-h6vhtk-029c19

Published 16 March 2021, 12:32pm

Section I: Contracting authority

I.1) Name and addresses

Tate Gallery

20 John Islip Street, Millbank

London

SW1P 4RG

Email

declan.mcalister@tate.org.uk

Telephone

+44 2078878811

Country

United Kingdom

NUTS code

UKI - LONDON

Internet address(es)

Main address

www.tate.org.uk

I.3) Communication

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

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Postal-services./597WG3Y4W3>

Additional information can be obtained from the above-mentioned address

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

Recreation, culture and religion

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Members Magazine and Guide Postage

II.1.2) Main CPV code

- 64110000 - Postal services

II.1.3) Type of contract

Services

II.1.4) Short description

Tate Members are looking for a supplier to fulfil regular postage requirements for the Tate bi-monthly guide and the Tate Etc. magazine. The contract is being offered for a two-year initial period with three additional single year extensions for a total of five years.

There are currently more than 135,000 active Tate Members who receive the Tate Guide and Tate Etc. magazine as part of their benefits. Printed content such as the Tate Guide and magazine are essential to Tate Members and provide high customer contact levels.

Tate Guides are mailed out six times per year and the Tate Etc. magazine accompanies three of these mailings. Smaller supplementary mailings following each of the three mailings where Tate Etc is included with the guide.

II.1.5) Estimated total value

Value excluding VAT: £2,750,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 64000000 - Postal and telecommunications services
- 64110000 - Postal services

- 64111000 - Postal services related to newspapers and periodicals
- 64112000 - Postal services related to letters
- 64113000 - Postal services related to parcels

II.2.3) Place of performance

NUTS codes

- UKI - LONDON

Main site or place of performance

LONDON

II.2.4) Description of the procurement

Tate Members are looking for a supplier to fulfil regular postage requirements for the Tate bi-monthly guide and the Tate Etc. magazine. The contract is being offered for a two-year initial period with three additional single year extensions for a total of five years.

There are currently more than 135,000 active Tate Members who receive the Tate Guide and Tate Etc. magazine as part of their benefits. Printed content such as the Tate Guide and magazine are essential to Tate Members and provide high customer contact levels.

Tate Guides are mailed out six times per year and the Tate Etc. magazine accompanies three of these mailings. Smaller supplementary mailings following each of the three mailings where Tate Etc is included with the guide.

Tate Members are focused on ensuring that printed Membership benefits arrive on doorsteps in a timely manner with landing deadlines being a priority. Tate is committed to sustainability and ethical practices and asks that suppliers conduct business with these principles in mind as well.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £2,750,000

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

Start date

14 May 2021

End date

13 May 2023

This contract is subject to renewal

Yes

Description of renewals

The Contract will be in place for an initial period of 2 years, with an option to extend for a further period or periods up to a total of 3 years taking the contract term to a maximum of 5 years. The Contract is intended to start on 14 May 2021. Any subsequent extension to the Contract will be agreed between Tate and the Supplier.

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.2.14) Additional information

To respond to this opportunity please click here: <https://www.delta-sourcing.com/respond/597WG3Y4W3>

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

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

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

Date

23 April 2021

Local time

12:00pm

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: 2 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

23 April 2021

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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

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

<https://www.delta-esourcing.com/tenders/UK-UK-London:-Postal-services./597WG3Y4W3>

To respond to this opportunity, please click here:

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GO Reference: GO-2021316-PRO-17937895

VI.4) Procedures for review

VI.4.1) Review body

Tate Gallery

20 John Islip Street

London

SW1P 4RG

Telephone

+44 2078212960

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

Tate Gallery

20 John Islip Street

London

SW1P 4RG

Telephone

+44 2078212960

Country

United Kingdom

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

Tate Gallery

20 John Islip Street

London

SW1P 4RG

Telephone

+44 2078212960

Country

United Kingdom