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Contract

21/006 Electoral Printing and Mailing Services 2022 - 2026

Tamworth Borough Council

F03: Contract award notice

Notice identifier: 2022/S 000-005715

Procurement identifier (OCID): ocds-h6vhtk-02ca2e

Published 2 March 2022, 1:57pm

Section I: Contracting authority

I.1) Name and addresses

Tamworth Borough Council

Marmion House Lichfield St

Tamworth Staffs

B79 7BZ

Contact

Procurement Team

Email

david-onion@tamworth.gov.uk

Telephone

+44 1827709371

Country

United Kingdom

NUTS code

UKG24 - Staffordshire CC

Internet address(es)

Main address

www.tamworth.gov.uk

Buyer's address

www.in-tendhost.co.uk/tamworthbc

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

21/006 Electoral Printing and Mailing Services 2022 - 2026

Reference number

21/006

II.1.2) Main CPV code

- 22821000 - Electoral forms

II.1.3) Type of contract

Supplies

II.1.4) Short description

Tamworth Borough Council uses the Xpress software system for electoral services and now requires a rapid and cost-effective provision of printing and mailing services to meet strict deadlines for the production of electoral registers and to run efficient and timely elections. This ITT is divided into three Lots for the provision of the aforementioned Services. Tenderers may bid for all or individual Lots as follows: Lot 1: Annual Canvass 2022 to 2026 and Associated Documents Lot 2: Poll cards 2022 to 2026 Lot 3: Ballot papers and Postal Vote Packs (one piece mailer) 2022 to 2026

II.1.6) Information about lots

This contract is divided into lots: Yes

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

Value excluding VAT: £260,000

II.2) Description

II.2.1) Title

Annual Canvass 2022 - 2026 & Associated Documents

Lot No

1

II.2.2) Additional CPV code(s)

- 22821000 - Electoral forms

II.2.3) Place of performance

NUTS codes

- UKG24 - Staffordshire CC

Main site or place of performance

Tamworth

II.2.4) Description of the procurement

The canvass process commences in the month of July each year and the contractor will produce the prints in line with the requirements contained in the Electoral Commission Guidance.

II.2.5) Award criteria

Price

II.2.11) Information about options

Options: Yes

Description of options

There shall be an option to extend the contract for a further 2 year period from 31st December 2026

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) Description

II.2.1) Title

Poll Cards 2022 to 2026

Lot No

2

II.2.2) Additional CPV code(s)

- 22821000 - Electoral forms

II.2.3) Place of performance

NUTS codes

- UKG24 - Staffordshire CC

Main site or place of performance

Tamworth

II.2.4) Description of the procurement

The printing and supply of election and referendum poll cards for the term of the contract.

II.2.5) Award criteria

Price

II.2.11) Information about options

Options: Yes

Description of options

There shall be an option to extend the contract for a further 2 year period from 31st December 2026

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) Description

II.2.1) Title

Ballot Papers & Postal Vote Packs

Lot No

3

II.2.2) Additional CPV code(s)

- 22821000 - Electoral forms

II.2.3) Place of performance

NUTS codes

- UKG24 - Staffordshire CC

II.2.4) Description of the procurement

The printing and supply of ballot papers and postal vote packs for the term of the contract.

II.2.5) Award criteria

Price

II.2.11) Information about options

Options: Yes

Description of options

There shall be an option to extend the contract for a further 2 year period from 31st December 2026

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: [2021/S 000-017088](#)

Section V. Award of contract

Contract No

21/006A

Lot No

1

Title

Annual Canvass 2022 to 2026 and Associated Documents

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

11 January 2022

V.2.2) Information about tenders

Number of tenders received: 6

Number of tenders received from SMEs: 3

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

Number of tenders received from tenderers from non-EU Member States: 0

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

Print for Business Ltd T/A PRINT.UK.COM

St Peter's Park, Wells Road, Westfield

Radstock

Country

United Kingdom

NUTS code

- UKG24 - Staffordshire CC

National registration number

02691346

The contractor is an SME

No

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

Initial estimated total value of the contract/lot: £140,000

Total value of the contract/lot: £20,132

Section V. Award of contract

Contract No

21/006B

Lot No

2

Title

Poll Cards 2022 to 2026

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

17 January 2022

V.2.2) Information about tenders

Number of tenders received: 6

Number of tenders received from SMEs: 3

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

Number of tenders received from tenderers from non-EU Member States: 0

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

Print for Business Ltd T/A PRINT.UK.COM

St Peter's Park, Wells Road, Westfield

Radstock

Country

United Kingdom

NUTS code

- UKG24 - Staffordshire CC

National registration number

02691346

The contractor is an SME

No

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

Initial estimated total value of the contract/lot: £20,000

Total value of the contract/lot: £26,127

Section V. Award of contract

Contract No

21/006C

Lot No

3

Title

Ballot Papers and Postal Vote Packs (One-Piece Mailer) 2022 to 2026

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

2 March 2022

V.2.2) Information about tenders

Number of tenders received: 5

Number of tenders received from SMEs: 3

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

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 5

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

V.2.3) Name and address of the contractor

Print for Business Ltd T/A PRINT.UK.COM

St Peter's Park, Wells Road, Westfield

Radstock

Country

United Kingdom

NUTS code

- UKG24 - Staffordshire CC

National registration number

02691346

The contractor is an SME

No

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

Initial estimated total value of the contract/lot: £100,000

Total value of the contract/lot: £98,371

Section VI. Complementary information

VI.3) Additional information

All three Contracts have an option to be extended for two further periods of one year upon completion of the initial term of five years.

VI.4) Procedures for review

VI.4.1) Review body

The High Court of Justice

London

WC2A 2LL

Country

United Kingdom