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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): ocids-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](mailto: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](http://www.tamworth.gov.uk)

Buyer's address

[www.in-tendhost.co.uk/tamworthbc](http://www.in-tendhost.co.uk/tamworthbc)

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

General public services

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## **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

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## **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](#)

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## **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



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## **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

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## **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

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## **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