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Tender

Office Administration

Procurement Assist Limited c/o Integrated Facilities Management Bolton Ltd (iFM Bolton)

F02: Contract notice

Notice identifier: 2022/S 000-006043

Procurement identifier (OCID): ocds-h6vhtk-02e0a9

Published 4 March 2022, 2:14pm

Section I: Contracting authority

I.1) Name and addresses

Procurement Assist Limited c/o Integrated Facilities Management Bolton Ltd (iFM Bolton)

Royal Bolton Hospital, Minerva Road, Farnworth

Bolton

BL4 0JR

Email

tenders@procurementassist.co.uk

Telephone

+44 3301281336

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<http://www.boltonft.nhs.uk/about-us/trust-profile/ifm-bolton/>

Buyer's address

<http://www.procurementassist.co.uk>

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

www.delta-esourcing.com

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.delta-esourcing.com

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

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Health

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Office Administration

Reference number

PA FW OA 01

II.1.2) Main CPV code

- 30192000 - Office supplies

II.1.3) Type of contract

Supplies

II.1.4) Short description

Procurement Assist invites organisations to participate in a 48-month Framework Agreement for the supply of office administration supplies to its current and future Clients. The Framework Agreement may be used by (but not limited to) all NHS Trusts, Social Housing Providers, Local Authorities, Blue Light Services, Education, Charities and all other contracting authorities that are located in the United Kingdom including those listed in Schedule 1 of the Public Contracts Regulations 2015/102.

This Framework Agreement will be split into 5 Lots covering: Lot A - Office Supplies, Lot B - Workwear & PPE, Lot C - Janitorial Supplies, Lot D - Home Working Solution and Lot E - Fully Managed Office Solution. Suppliers are encouraged to bid for any Lot or all Lots.

To access this tender opportunity please visit www.delta-esourcing.com and once registered/logged in, please enter Access Code 79A38EWDU8.

II.1.5) Estimated total value

Value excluding VAT: £100,000,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Office Supplies

Lot No

A

II.2.2) Additional CPV code(s)

- 30192000 - Office supplies

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

Main site or place of performance

UNITED KINGDOM

II.2.4) Description of the procurement

To supply office stationery consumables to Client sites across the UK. Use of online ordering and tracking system to place orders with the supplier. Clients to access a core list of stationery items and have access to list less discount items across the supplier product range.

To access this tender opportunity please visit www.delta-esourcing.com and once registered/logged in, please enter Access Code 79A38EWDU8.

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: £10,000,000

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

Duration in months

48

This contract is subject to renewal

No

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 1

Maximum number: 6

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) Description

II.2.1) Title

Workwear & PPE Supplies

Lot No

B

II.2.2) Additional CPV code(s)

- 18100000 - Occupational clothing, special workwear and accessories

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

Main site or place of performance

UNITED KINGDOM

II.2.4) Description of the procurement

Supplies of specialist workwear and personal protective equipment (PPE) to Client sites across the UK. Clients to access a core list of products and wider list less discount structure offered by the supplier.

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II.2.5) Award criteria

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II.2.6) Estimated value

Value excluding VAT: £10,000,000

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

Duration in months

48

This contract is subject to renewal

No

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 1

Maximum number: 6

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) Description

II.2.1) Title

Janitorial Supplies

Lot No

C

II.2.2) Additional CPV code(s)

- 39830000 - Cleaning products

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

Main site or place of performance

UNITED KINGDOM

II.2.4) Description of the procurement

Supplies of janitorial products to Client sites. Clients to have access to a core list of products and a list less discount structure offered by suppliers.

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II.2.6) Estimated value

Value excluding VAT: £10,000,000

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

Duration in months

48

This contract is subject to renewal

No

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged minimum number: 1

Maximum number: 6

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) Description

II.2.1) Title

Home Working Office Solution

Lot No

D

II.2.2) Additional CPV code(s)

- 30192000 - Office supplies

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

Main site or place of performance

UNITED KINGDOM

II.2.4) Description of the procurement

Suppliers to provide a full end to end home office working solution for Client staff, working from home. Supplies may include furniture, IT equipment and peripherals, and day to day stationery items. Clients to have access to an online portal to place orders against a core range of products or list less discounted products offered by the supplier.

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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: £35,000,000

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

Duration in months

48

This contract is subject to renewal

No

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 1

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) Description

II.2.1) Title

Fully Managed Office Solution

Lot No

E

II.2.2) Additional CPV code(s)

- 30192000 - Office supplies

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

Main site or place of performance

UNITED KINGDOM

II.2.4) Description of the procurement

Suppliers to provide a full end to end fully managed office solution for Client organisations. Supplies may include furniture, IT equipment and peripherals, and day to day stationery items. Clients to have access to an online portal to place orders against a core range of products or list less discounted products offered by the supplier.

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II.2.6) Estimated value

Value excluding VAT: £35,000,000

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Duration in months

48

This contract is subject to renewal

No

II.2.9) Information about the limits on the number of candidates to be invited

Envisaged number of candidates: 1

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

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

Restricted 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 several operators

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.2.1) Previous publication concerning this procedure

Notice number: [2021/S 000-022843](#)

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

Date

4 April 2022

Local time

1:00pm

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

29 April 2022

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

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

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.

To view this notice, please click here:

<https://www.delta-esourcing.com/delta/viewNotice.html?noticeId=672759953>

GO Reference: GO-202234-PRO-19738027

VI.4) Procedures for review

VI.4.1) Review body

The High Court

Royal Court of Justice, London

London

WC2A 2LL

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

The High Court

Royal Court of justice, London

London

WC2A 2LL

Country

United Kingdom

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

The High Court

Royal Court of Justice, London

London

WC2A 2LL

Country

United Kingdom