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Tender

## **Specialist Printing for Electoral Services**

Wokingham Borough Council

F02: Contract notice

Notice identifier: 2025/S 000-007042

Procurement identifier (OCID): ocds-h6vhtk-04e77e

Published 21 February 2025, 6:17pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Wokingham Borough Council

Civic Offices, Shute End

Wokingham

RG40 1BN

#### **Contact**

Miss Areej Shabaa

#### **Email**

[Areej.shabaa@wokingham.gov.uk](mailto:Areej.shabaa@wokingham.gov.uk)

#### **Country**

United Kingdom

## **Region code**

UKJ - South East (England)

## **Internet address(es)**

Main address

<http://www.wokingham.gov.uk>

Buyer's address

<http://www.wokingham.gov.uk>

## **I.3) Communication**

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

<https://procontract.due-north.com/Opportunities/Index?p=679bb2ba-7898-4a4c-b4e3-c8eb6a07a3dc&v=2>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Opportunities/Index?p=679bb2ba-7898-4a4c-b4e3-c8eb6a07a3dc&v=2>

## **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**

Specialist Printing for Electoral Services

Reference number

DN764892

### **II.1.2) Main CPV code**

- 22000000 - Printed matter and related products

### **II.1.3) Type of contract**

Supplies

### **II.1.4) Short description**

Wokingham Borough Council operates local elections in a cycle of thirds, holding elections in three consecutive years followed by a fallow year. Scheduled national elections also take place during this period, alongside the possibility of snap national polls and by-elections in any Borough or Town/Parish ward, at any time, with a minimum of 25 working days' notice.

### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

### **II.2.3) Place of performance**

NUTS codes

- UKJ - South East (England)

### **II.2.4) Description of the procurement**

Wokingham Borough Council operates local elections in a cycle of thirds, holding elections in three consecutive years followed by a fallow year. Scheduled national elections also take place during this period, alongside the possibility of snap national polls and by-elections in any Borough or Town/Parish ward, at any time, with a minimum of 25 working days' notice.

### **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: £900,000

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

Start date

1 May 2025

End date

30 April 2028

This contract is subject to renewal

Yes

Description of renewals

1 period of up to 2 years

### **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

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

Date

28 March 2025

Local time

2:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.7) Conditions for opening of tenders**

Date

28 March 2025

Local time

2:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Wokingham Borough Council

Civic Offices, Shute End

Country

United Kingdom

#### **VI.4.2) Body responsible for mediation procedures**

High Court of Justice of England and Wales

7 Rolls Buildings, Fetter Lane

Country

United Kingdom