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Tender

## **Gateshead College – Provision of Multi-function Print Devices with an Onsite Managed Print Service (Print Room)**

Gateshead College

F02: Contract notice

Notice identifier: 2022/S 000-008693

Procurement identifier (OCID): ocds-h6vhtk-032890

Published 31 March 2022, 2:18pm

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

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

Gateshead College

Quarryfield Road, Baltic Business Quarter

Gateshead

NE8 3BE

#### **Email**

[jack.buckley@tenetservices.com](mailto:jack.buckley@tenetservices.com)

#### **Telephone**

+44 7435680091

#### **Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<http://www.gateshead.ac.uk/>

Buyer's address

<http://www.gateshead.ac.uk/>

**I.3) Communication**

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

<https://suppliers.multiquote.com>

Additional information can be obtained from another address:

Gateshead College

Quarryfield Road, Baltic Business Quarter

Gateshead

NE8 3BE

**Email**

[jack.buckley@tenetservices.com](mailto:jack.buckley@tenetservices.com)

**Telephone**

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**Internet address(es)**

Main address

<http://www.gateshead.ac.uk/>

Buyer's address

<http://www.gateshead.ac.uk/>

Tenders or requests to participate must be submitted electronically via

<https://suppliers.multiquote.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**

Education

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**Section II: Object**

**II.1) Scope of the procurement**

**II.1.1) Title**

Gateshead College – Provision of Multi-function Print Devices with an Onsite Managed Print Service (Print Room)

Reference number

CA10268 -

**II.1.2) Main CPV code**

- 30100000 - Office machinery, equipment and supplies except computers, printers and furniture

**II.1.3) Type of contract**

## Supplies

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

The College require proposals for the delivery, installation, configuration and maintenance of devices and print management software as detailed. The successful company will also need to supply all the appropriate licences for the proposed devices.

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKC22 - Tyneside

Main site or place of performance

Gateshead

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

The College require proposals for the delivery, installation, configuration and maintenance of devices and print management software as detailed. The successful company will also need to supply all the appropriate licences for the proposed devices.

The College's main requirement is to ensure a cost effective and reliable pull printing service that utilises print management software. Currently the College uses an old level P Counter Service. The College has no preference of software provider. Proposals should allow for unlimited software upgrades (as they become available) throughout the term of the contract.

An onsite managed print service is also required as part of this contract.

The service also includes the provision of all forms of paper required to support the print operation as well as any other College print and paper requirements (this includes coloured paper and card etc.) Whilst the Central print machines only provide a service up to A 3 size, there is a need at times

### **II.2.5) Award criteria**

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

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

Duration in months

60

This contract is subject to renewal

No

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

Description of options

60 month(s) from the commencement date, with 36 initial month(s) and option to extend 1x24 month(s)

### **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 III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

In the first instance, candidates should register with [multiquote.com](https://multiquote.com) and express an interest in the contract. Contract details can be found under the 'Opportunities' section of the [multiquote.com](https://multiquote.com) homepage. A Selection Questionnaire (SQ) must be completed and

returned (via [multiquote.com](https://multiquote.com)) as part of the request to participate process. Candidates will need to provide as part of the request to participate process evidence of business quality standards, accreditations, and relevant experience. Any candidate found to be guilty of serious misrepresentation in providing false or inaccurate information may be declared ineligible and not selected to continue with the process.

### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

In the first instance, candidates should register with [multiquote.com](https://multiquote.com) and express an interest in the contract. Contract details can be found under the 'Opportunities' section of the [multiquote.com](https://multiquote.com) homepage. A Selection Questionnaire (SQ) must be completed and returned (via [multiquote.com](https://multiquote.com)) as part of the request to participate process. Candidates will need to provide as part of the request to participate process evidence of business quality standards, accreditations, and relevant experience. Any candidate found to be guilty of serious misrepresentation in providing false or inaccurate information may be declared ineligible and not selected to continue with the process.

Minimum level(s) of standards possibly required

Minimum Insurance Levels: £10m PL & EL

### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

In the first instance, candidates should register with [multiquote.com](https://multiquote.com) and express an interest in the contract. Contract details can be found under the 'Opportunities' section of the [multiquote.com](https://multiquote.com) homepage. A Selection Questionnaire (SQ) must be completed and returned (via [multiquote.com](https://multiquote.com)) as part of the request to participate process. Candidates will need to provide as part of the request to participate process evidence of business quality standards, accreditations, and relevant experience. Any candidate found to be guilty of serious misrepresentation in providing false or inaccurate information may be declared ineligible and not selected to continue with the process.

Minimum level(s) of standards possibly required

Please see minimum levels as stated within the Procurement Documentation.

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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

3 May 2022

Local time

12:00pm

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

English

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

Date

3 May 2022

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic invoicing will be accepted

### **VI.3) Additional information**

Section II.3) – dates refer to the initial contract period and do not include the options of any extensions.

Section IV.3.5) – any dates shown are an estimate.

In the first instance, candidates should register with [www.multiquote.com](http://www.multiquote.com) and express an interest in the contract, full details of the contract will be available.

The Contracting Authority shall not be under any obligation to accept any tender. The Contracting Authority reserves the right to cancel the entire or parts of the tender, without such an action conferring any right to compensation on the Tenderers.

The Contracting Authority has no liability to settle any cost incurred by the tenderer as a result of the tendering procedure.

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

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

Tenet Education Services

Procurement House, 23 Leslie Hough Way

Salford

M6 4AJ

Country

United Kingdom

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



Tenet Education Services

Procurement House, 23 Leslie Hough Way

Salford

M6 4AJ

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

The authority will incorporate a minimum 10 calendar day standstill period at the point that information on the award of the contract is communicated to tenderers. If an appeal regarding the award of contract has not been successfully resolved then the Public Contracts Regulations 2015 provide for aggrieved parties who have been harmed or are at risk of harm by breach of the rules to take action in the High Court. Any such action must be brought promptly (generally within 3 months).

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

Tenet Education Services

Procurement House, 23 Leslie Hough Way

Salford

M6 4AJ

Country

United Kingdom