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Tender

## **FMM-21-001 Supply and Delivery of Paper Hygiene Products for the Education Authority**

Education Authority NI  
Council for the Curriculum Examinations and Assessment  
Armagh Observatory  
Armagh Planetarium  
Libraries NI  
Middletown Centre for Autism

F02: Contract notice

Notice identifier: 2021/S 000-010032

Procurement identifier (OCID): ocids-h6vhtk-02aea1

Published 7 May 2021, 5:04pm

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

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

Education Authority NI

Belfast

BT1 2NQ

#### **Email**

[Facilities.procure@eani.org.uk](mailto:Facilities.procure@eani.org.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

**I.1) Name and addresses**

Council for the Curriculum Examinations and Assessment

29 Clarendon Rd, Clarendon Dock

Belfast

BT1 3BG

**Email**

[facilities.procure@eani.org.uk](mailto:facilities.procure@eani.org.uk)

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

**I.1) Name and addresses**

Armagh Observatory

College Hill

Armagh

BT61 9DG

**Email**

[facilities.procure@eani.org.uk](mailto:facilities.procure@eani.org.uk)

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

**I.1) Name and addresses**

Armagh Planetarium

College Hill

Armagh

BT61 9DB

**Email**

[facilities.procure@eani.org.uk](mailto:facilities.procure@eani.org.uk)

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

**I.1) Name and addresses**

Libraries NI

Lisburn City Library 23 Linenhall Street

Lisburn

BT28 1FJ

**Email**

[facilities.procure@eani.org.uk](mailto:facilities.procure@eani.org.uk)

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

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

Middletown Centre for Autism

35 Rathtrillick Park

Middletown

BT60 4HZ

#### **Email**

[facilities.procure@eani.org.uk](mailto:facilities.procure@eani.org.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

#### **Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

### **I.2) Information about joint procurement**

The contract involves 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

<https://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etendersni.gov.uk/epps>

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**

FMM-21-001 Supply and Delivery of Paper Hygiene Products for the Education Authority

Reference number

eTendersNI Ref: 3519815

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

- 33760000 - Toilet paper, handkerchiefs, hand towels and serviettes

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

Supplies

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

FMM-21-001 Supply and Delivery of Paper Hygiene Products for the Education Authority

### **II.1.5) Estimated total value**

Value excluding VAT: £4,800,000

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

This contract is divided into lots: No

## **II.2) Description**

### **II.2.2) Additional CPV code(s)**

- 33761000 - Toilet paper
- 33763000 - Paper hand towels
- 42968000 - Dispensers
- 42968300 - Toilet-roll dispenser system

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

NUTS codes

- UKN - Northern Ireland
- UKN0 - Northern Ireland

Main site or place of performance

This is a multi-location Framework covering all schools/EA locations throughout Northern Ireland – potentially approx. 1,200 locations.

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

FMM-21-001 Supply and Delivery of Paper Hygiene Products for the Education Authority

### **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: £4,800,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

Option to extend for 2 further periods of 12 months

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

Variants will be accepted: No

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

Options: Yes

Description of options

After the initial contract period there is potential to extend for 2 further periods of 12 months

### **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.2.14) Additional information**

This framework Agreement will be established on behalf of EA, Voluntary Grammars, Integrated,. Independent schools, the Council for Curriculum Examination Assessment (CCEA), the Armagh Planetarium, the Armagh Observatory, Libraries NI, various colleges of further and higher education, Controlled Schools Support Council (CSSC) and the Centre for Autism at Middletown who may also use this Framework. The value shown in II.2.6) is the highest value estimated in the following range: 3,200,000 GBP to 4,800,000 GBP which has been calculated on the basis of a 2-year framework plus two 12 month extension periods and . contingency for higher demand during the contract period, for all clients. There is no commitment as to the usage, volume, or value of products required under this Framework Agreement.



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

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

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

Selection criteria as stated in the procurement documents

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open 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

Envisaged maximum number of participants to the framework agreement: 11

#### **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

8 June 2021

Local time

3:00pm

#### **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**

Tender must be valid until: 6 September 2021

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

Date

8 June 2021

Local time

3:30pm

Information about authorised persons and opening procedure

Only EA Procurement Staff with access to the project on eTendersNI.

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### **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

Contract Monitoring. The Successful Contractor's performance on this Contract will be managed as per the specification and regularly monitored (see Procurement Guidance Note 01/12 - Contract Management - Procedures and Principles). Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in EA for further action. If this occurs and their performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave professional misconduct and they may be issued with a Notice of Unsatisfactory Performance and this Contract may be terminated. Any contractor in receipt of a Notice of Unsatisfactory Performance will be required to declare this in future tender submissions for a period of three years from the date of issue of the Notice. It may also result in the contractor being excluded from all procurement competitions being undertaken by the EA. The Authority expressly reserves the rights: (I). not to award any contract as a result of the procurement process commenced by publication of this notice. (II). to make whatever changes it may see fit to the content and structure of the tendering Competition;. (III). to

award (a) contract(s) in respect of any part(s) of the [goods] covered by this notice; and. (IV). to award contract(s) in stages and in no circumstances will the Authority be liable for any costs incurred by candidates. VI.4). Education Authority Northern Ireland (EA) are committed to the promotion of social inclusion and equal opportunities, as well as the responsible use and protection of natural resources and reducing our carbon footprint as key objectives in the Sustainable Development Strategy for Northern Ireland. The Authority has included with the contract documents a Social Considerations Schedule, to help achieve the EA's objectives and address the strategic aims, it is required that the successful Contractor, as a condition of contract, deliver measurable social value outcomes as set within this Social Considerations Schedule. The Authority cannot give any commitment as to the usage, volume, or value of products required under this Contract. Any levels, or aggregate values of goods, referred to are indicative only and shall not be binding on the Client.. . The Contracting Authority has included Social Considerations Clauses within the Framework. These can be found within Schedule 4 - Social Considerations within the Commercial Conditions of Contract.

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

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

The UK does not have any special review body with responsibility for appeal/mediation procedures in public procurement

Belfast

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

The EA will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of contract is communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the contract is entered into.