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Contract

ID 5029674 - EONI - Printing of Ballot Papers and Associated Documents

The Electoral Office for Northern Ireland

F03: Contract award notice

Notice identifier: 2024/S 000-010294

Procurement identifier (OCID): ocids-h6vhtk-042d16

Published 28 March 2024, 12:59pm

Section I: Contracting authority

I.1) Name and addresses

The Electoral Office for Northern Ireland

c/o CPD, 303 Airport Road West

BELFAST

BT3 9ED

Email

Justice.CPD@finance-ni.gov.uk

Country

United Kingdom

Region code

UK - United Kingdom

Internet address(es)

Main address

<https://www.eoni.org.uk/Home>

Buyer's address

<https://www.finance-ni.gov.uk/topics/procurement>

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

ID 5029674 - EONI - Printing of Ballot Papers and Associated Documents

II.1.2) Main CPV code

- 79800000 - Printing and related services

II.1.3) Type of contract

Services

II.1.4) Short description

The Electoral Office for Northern Ireland (EONI) wish to engage a supplier to print and deliver ballot papers and associated documents. Printing services will be required for all elections called during the contract period. The contract is for an initial period of two (2) years, followed by three optional extension periods of one (1) year each. Please refer to the Specification for full details of the requirements.

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £400,000

II.2) Description

II.2.2) Additional CPV code(s)

- 79810000 - Printing services
- 22000000 - Printed matter and related products

II.2.3) Place of performance

NUTS codes

- UKN - Northern Ireland

II.2.4) Description of the procurement

The Electoral Office for Northern Ireland (EONI) wish to engage a supplier to print and deliver ballot papers and associated documents. Printing services will be required for all elections called during the contract period. The contract is for an initial period of two (2) years, followed by three optional extension periods of one (1) year each. Please refer to the Specification for full details of the requirements.

II.2.5) Award criteria

Quality criterion - Name: AC1 Proposed Methodology - Printing Requirements / Weighting: 18

Quality criterion - Name: AC2 Service Delivery / Weighting: 12

Quality criterion - Name: AC3 Contract Management / Weighting: 6

Quality criterion - Name: AC4 Business Continuity, Disaster Recovery and Contingency Arrangements / Weighting: 12

Quality criterion - Name: AC5 Social Value / Weighting: 12

Price - Weighting: 40

II.2.11) Information about options

Options: Yes

Description of options

The contract is for an initial period of two years followed by three optional extension periods of one year each.

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 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: [2024/S 000-001258](#)

Section V. Award of contract

Contract No

1

Title

Contract

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

26 March 2024

V.2.2) Information about tenders

Number of tenders received: 2

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 1

Number of tenders received by electronic means: 2

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Withheld for security reasons

Withheld for security reasons

Email

Justice.CPD@finance-ni.gov.uk

Country

United Kingdom

NUTS code

- UK - United Kingdom

Internet address

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

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Initial estimated total value of the contract/lot: £400,000

Total value of the contract/lot: £400,000

Section VI. Complementary information

VI.3) Additional information

The contract values listed are broad estimates only and include additional quantum for unforeseen demand and to futureproof for additional potential. There is no guarantee of

any level of business under this contract. The estimates are not deemed to be conditions of contract nor a guarantee of minimum demand or uptake. No compensation will be payable to a contractor should the actual demand be less than that stated. Contract Monitoring: The successful contractors' performance on this contract will be managed as per specification and regularly monitored. 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 Construction and Procurement Delivery 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 written warning and notice of unsatisfactory performance and this contract may be terminated. The issue of a notice of written warning and notice of unsatisfactory performance will result in the contractor being excluded from all procurement competitions being undertaken by Centres of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy for a period of up to 3 years from the date of issue of the notice.

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 competitions. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued.

N/A

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

CPD complied with the Public Contracts Regulations 2015 (as amended), and incorporated a standstill period at the point information on the awards of the contracts was communicated to tenderers. Those notifications provided full information on the award decision. This provided time for unsuccessful tenderers to challenge the award decision before the contract was entered into.