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Tender

## Leaflet Distribution South Tyneside

South Tyneside Borough Council

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-011248

Procurement identifier (OCID): ocds-h6vhtk-04f8be ([view related notices](#))

Published 26 March 2025, 9:33am

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## Scope

## Reference

F8870

## Description

Distribution of the South Tyneside newsletter to every residential property in South Tyneside. There are approximately 74,000 households in South Tyneside 2 times per year.

## Total value (estimated)

- £57,600 including VAT

Below the relevant threshold

### **Contract dates (estimated)**

- 1 June 2025 to 31 May 2027
- Possible extension to 31 May 2028
- 3 years

Description of possible extension:

1 x 12 month extension

### **Main procurement category**

Services

### **CPV classifications**

- 79342000 - Marketing services
- 79571000 - Mailing services

### **Contract locations**

- UKC - North East (England)

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## **Participation**

### **Particular suitability**

Small and medium-sized enterprises (SME)

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## Submission

### Enquiry deadline

11 April 2025, 12:00pm

### Tender submission deadline

17 April 2025, 12:00pm

### Submission address and any special instructions

<https://www.nepo.org/open>

### Tenders may be submitted electronically

Yes

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## Award criteria

Name	Type	Weighting
Tender Vaule	Price	30%
Coverage	Quality	25%
Missed Deliveries	Quality	10%
Quality of Service	Quality	10%
Complaints	Quality	10%

Name	Type	Weighting
Hotspot Area	Quality	10%
Staff Performance	Quality	5%

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## Procedure

### Procedure type

Below threshold - open competition

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## Contracting authority

### South Tyneside Borough Council

- Public Procurement Organisation Number: PYPB-8737-VBHG

Town Hall and Civic Offices, Westoe Road

South Shields

NE33 2RL

United Kingdom

Email: [strategic.procurement@southtyneside.gov.uk](mailto:strategic.procurement@southtyneside.gov.uk)

Region: UKC22 - Tyneside

Organisation type: Public authority - sub-central government