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Tender

## **Printing Services Dynamic Purchasing System for the South East Wales (SEW) Regional Procurement Group**

Newport City Council

F02: Contract notice

Notice identifier: 2021/S 000-011352

Procurement identifier (OCID): ocds-h6vhtk-02b3ca

Published 21 May 2021, 3:25pm

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

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

Newport City Council

Civic Centre

Newport

NP20 4UR

#### **Contact**

Joanne James

#### **Email**

[procurement@newport.gov.uk](mailto:procurement@newport.gov.uk)

#### **Telephone**

+44 1633656656

#### **Country**

United Kingdom

**NUTS code**

UKL21 - Monmouthshire and Newport

**Internet address(es)**

Main address

[www.newport.gov.uk](http://www.newport.gov.uk)

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0273](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0273)

**I.2) Information about 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://etenderwales.bravosolution.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etenderwales.bravosolution.co.uk>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://etenderwales.bravosolution.co.uk>

**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**

Printing Services Dynamic Purchasing System for the South East Wales (SEW) Regional Procurement Group

Reference number

NCC-2020-051

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

- 79810000 - Printing services

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

Services

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

The Printing Services Dynamic Purchasing System for the South East Wales (SEW) Regional Procurement Group will consist of three lots as follows:

Lot 1: Commercial Low to High Volume Print, Direct Mail and Transactional Print, Newspaper Print and Security Print

Lot 2: Digital Print

Lot 3: Specialist Print and Finishing

The DPS will commence on the 1st April 2021 and will continue for an unspecified period of time in line with the Public Contract Regulations 2015 (subject to termination in accordance with the Standards terms). It is envisaged that the DPS will at least operate for a minimum of 4 Years.

This is the Round Two opportunity in order for any additional interested suppliers to apply to join the existing DPS.

NOTE - If you are already appointed onto this Print DPS you should not re-apply again.

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

Value excluding VAT: £3,200,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

### **II.2.1) Title**

Commercial Low to High Volume Print, Direct Mail and Transactional Print, Newspaper Print and Security Print

Lot No

1

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

- 79800000 - Printing and related services

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

NUTS codes

- UKL - Wales
- UKL15 - Central Valleys
- UKL21 - Monmouthshire and Newport
- UKL22 - Cardiff and Vale of Glamorgan
- UKL17 - Bridgend and Neath Port Talbot

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

This Lot is for customers who have a requirement to deal direct with a print manufacturer for commercial low to high volume print for a range of print services that may include, but not be limited to brochures, catalogues, marketing literature, information booklets, stationery, folders, NCR sets, envelopes and reports etc.

Direct Mail and Transactional Print, Newspaper Print and Security Print is also a requirement of this Lot but not all suppliers appointed to this Lot have to facilitate these services.

#### **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: £336,000

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

Duration in months

48

This contract is subject to renewal

No

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 12

#### **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

### **II.2) Description**

#### **II.2.1) Title**

Digital Print Services

Lot No

2

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

- 79811000 - Digital printing services

**II.2.3) Place of performance**

NUTS codes

- UKL - Wales
- UKL15 - Central Valleys
- UKL16 - Gwent Valleys
- UKL21 - Monmouthshire and Newport
- UKL22 - Cardiff and Vale of Glamorgan
- UKL17 - Bridgend and Neath Port Talbot

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

This Lot is for customers who have a requirement to deal direct with a print manufacturer for low volume / quick turnaround Digital Print services that may include, but not be limited to marketing literature, reports, business stationery, envelope print and forms/pads

**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: £376,000

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

Duration in months

48

This contract is subject to renewal

No

### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 20

### **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

## **II.2) Description**

### **II.2.1) Title**

Specialist Print and Finishing

Lot No

3

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

- 79800000 - Printing and related services

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

NUTS codes

- UKL - Wales
- UKL15 - Central Valleys
- UKL16 - Gwent Valleys
- UKL21 - Monmouthshire and Newport
- UKL22 - Cardiff and Vale of Glamorgan
- UKL17 - Bridgend and Neath Port Talbot

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

This Lot is for customers who have a requirement to deal direct with a print manufacturer for Specialist Print and Finishing. This may include items such as: Point of Sale products; promotional items; vinyl printing; PVC printing; banners; intricate gluing; hand finishing; complex folding; sample bags, or any other specialist items that the customers may require.

#### **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: £88,000

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

Duration in months

48

This contract is subject to renewal

No

#### **II.2.9) Information about the limits on the number of candidates to be invited**

Envisaged number of candidates: 10

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

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

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

Selection criteria as stated in the procurement documents

#### **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**

Restricted procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the setting up of a dynamic purchasing system

The dynamic purchasing system might be used by additional purchasers

#### **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

4:00pm

#### **IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates**

28 March 2025

#### **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**

Duration in months: 6 (from the date stated for receipt of tender)

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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 ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

1. The South East Wales Regional Procurement Delivery Group acts on behalf of the Customers within South East Wales to deliver value for money from the procurement of common and repetitive goods and services that are no longer procured by the National Procurement Service. The following public sector organisations have confirmed their participation in the Print DPS:

Blaenau Gwent County Borough Council, Bridgend County Borough Council, Caerphilly County Borough Council, Cardiff Council, Merthyr Tydfil County Borough Council, Monmouthshire County Council, Newport City Council, Rhondda Cynon Taff County Borough Council, Torfaen County Borough Council, Vale of Glamorgan Council and the South Wales Fire Service.

This list may be subject to change if further organisations sign up to use the DPS, or if any of these organisations are replaced during the life of the agreement. In addition, the DPS will be available for use by Welsh Ministers, their agencies, sponsored and statutory bodies and other contracting authorities funded by them, whether or not they operate independently of Welsh Ministers i.e. including but not limited to all Local Authorities, NHS Trusts and Health Boards, Police and Crime Commissioners and Police forces, Fire Services.

2. Register your company on the etenderwales portal (this is only required once)

- Browse to the eSourcing Portal: [www.etenderwales.bravosolution.co.uk](http://www.etenderwales.bravosolution.co.uk)
- Click the “Suppliers register here” link
- Agree to the terms and conditions and click “continue”

- Enter your correct business and user details
- Note the username you chose and click “Save” when complete
- You will shortly receive an email with your unique password (please keep this secure)

## 2. Express an Interest in the Project

- Login to the portal with the username/password
- Click the “PQQs Open to All Suppliers” link. (These are Pre-Qualification Questionnaires open to any registered supplier)
- Click on the relevant PQQ (pqq\_33111) available from 24 May 2021 to access the content.
- Click the “Express Interest” button in the “Actions” box on the page.
- This will move the PQQ into your “My PQQs” page. (This is a secure area reserved for your projects only)
- Click on the PQQ code to access the content

## 3. Responding to the tender

- You can now choose to “Create Response” or “Decline to Respond” (please give a reason if declining)
- You can now use the ‘Messages’ function to communicate with the buyer and seek any clarification
- Note the deadline for completion, then follow the onscreen instructions to complete the PQQ.
- There may be a mixture of online & offline actions for you to perform (there is detailed online help available)

If you require any further assistance use the online help, or the BravoSolution help desk is available Mon – Fri (8am – 6pm) on:

- email: [help@bravosolution.co.uk](mailto:help@bravosolution.co.uk)
- Phone: 0800 368 4850

NOTE: The authority is using eTenderwales to carry out this procurement process. To obtain further information record your interest on Sell2Wales at [https://www.sell2wales.gov.wales/search/search\\_switch.aspx?ID=110818](https://www.sell2wales.gov.wales/search/search_switch.aspx?ID=110818)

(WA Ref:110818)

The buyer considers that this contract is suitable for consortia.

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

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

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom