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Tender

## **SC21098 A Kentish Magazine, Website, and Kent Bereavement Guide**

Kent County Council

F02: Contract notice

Notice identifier: 2022/S 000-011937

Procurement identifier (OCID): ocids-h6vhtk-03353e

Published 9 May 2022, 9:50am

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

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

Kent County Council

Sessions House

Maidstone

ME14 1XQ

#### **Email**

[sccommercialteam@kent.gov.uk](mailto:sccommercialteam@kent.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKJ4 - Kent

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

Main address

<http://www.kent.gov.uk>

Buyer's address

<http://www.kent.gov.uk>

### **I.3) Communication**

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

<https://procontract.due-north.com/Advert?advertId=fd5f15b6-51cd-ec11-8114-005056b64545&p=8691483f-2f3d-e711-80e1-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert?advertId=fd5f15b6-51cd-ec11-8114-005056b64545&p=8691483f-2f3d-e711-80e1-005056b64545>

### **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**

SC21098 A Kentish Magazine, Website, and Kent Bereavement Guide

Reference number

DN611253

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

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

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

Services

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

Libraries, Registration and Archives (LRA) is the part of Kent County Council that deals with the registration of births, deaths, marriages, and civil partnerships. Since the 1994 Marriage Act, the service has provided licences to private venues across the county so that civil marriages can take place within them.

The Council requires a publisher for the following outlets:

- A magazine, used to promote the services (A Kentish Ceremony Magazine)
- A website, used to promote the services ([www.akentishceremony.com](http://www.akentishceremony.com))

A Bereavement Guide, that features all the details people need to know about how to register a death, and many of the other things that need to be organised at a difficult time.

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

Value excluding VAT: £420,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 22000000 - Printed matter and related products

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

NUTS codes

- UKJ4 - Kent

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

### Magazine (A Kentish Ceremony Magazine):

One of the most successful marketing channels has been the creation of 'A Kentish Wedding Magazine' in 1997. This magazine, now called A Kentish Ceremony Magazine, is now available quarterly and covers a mixture of information about the service's ceremonies, an index and map containing all the Approved Premises available in the county, advertising for appropriate suppliers, wedding fayre diary, articles and editorial.

The magazine is distributed in several exclusive ways including via the service's Register Offices, Libraries, website, and through a number of wedding fayres and events referred to above - which the service's staff often attend.

The magazine will be published quarterly in an A4 format and will include a range of content to promote:

- Kentish Wedding ceremonies and venues
- Kentish Partnership ceremonies and venues
- Kentish Welcoming ceremonies and venues
- Kentish Renewal of Vows ceremonies and venues
- Kent Register Offices

The magazine is currently produced at no cost to The Registration Service, and this is intended to continue. There are no charges for postage of the magazine and there are no charges for the delivery of the magazine to multiple locations.

### Website ([akentishceremony.com](http://akentishceremony.com)):

The [akentishceremony.com](http://akentishceremony.com) website continues to go from strength-to-strength with a high number of unique visitors per year.

Following a one-off payment for website improvements in 2019, The Council does not pay for the management of the website.

### Bereavement Guide:

Our Bereavement Guide is an annual publication that features all the details people need to know about how to register a death and many of the other things that need to be organised at a difficult time. As part of the Kent Registration Service, we have unique distribution via our Register Offices, and we have agreements in place for distribution across Kent hospitals and hospices. We normally print in November Circa 15000 copies.

### **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: £420,000

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

24 months

### **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

## **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

15 June 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

15 June 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.3) Additional information**

All communications must be via the messaging facility.

Tenders will not be accepted by any other route than the 'Kent Business Portal'.

Clarifications can be posted via the Kent Business Portal messaging facility, by the 9th June 2022, 12:00 noon

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

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

Kent County Council

Sessions House

Maidstone

ME14 1XQ

Country

United Kingdom

Internet address

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