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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

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

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)

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):

The 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

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