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Planning

Baby Bundle Supply, Packing and Distribution

Llywodraeth Cymru / Welsh Government - Commercial Delivery

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-012365

Procurement identifier (OCID): ocds-h6vhtk-03c54d

Published 28 April 2023, 4:20pm

Section I: Contracting authority

I.1) Name and addresses

Llywodraeth Cymru / Welsh Government - Commercial Delivery

T'yr Afon, Bedwas Road

Caerphilly

CF83 8WT

Contact

Angharad Simmonds

Email

commercialprocurement.peoplecorporate@gov.wales

Telephone

+44 3007900170

Country

United Kingdom

NUTS code

UKL - Wales

Internet address(es)

Main address

<https://gov.wales/public-sector-procurement>

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA27760

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

Additional information can be obtained from the above-mentioned address

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Baby Bundle Supply, Packing and Distribution

II.1.2) Main CPV code

- 33750000 - Baby care products

II.1.3) Type of contract

Supplies

II.1.4) Short description

The Welsh Government will shortly be commencing a procurement exercise for the sourcing of products, registration, assembly, storage and delivery of Baby Bundles in Wales. The Contract Notice will be advertised separately to this Prior Information Notice (PIN) in late June 2023. Baby Bundles is a Welsh Government initiative to provide a 'welcome to the world' gift, comprising of a range of products for the child's first months. The bundle will be provided free of charge to all new and expectant parents resident in Wales.

The purpose of this further PIN is to alert potential bidders to a pre-market engagement event that we will use to:

Further inform our final tender specification.

Explore options to deliver on our social procurement duty.

Set out our requirement in relation to Carbon Reduction Plans.

A virtual pre-market engagement event is due to take place on Microsoft Teams at 2pm on 24th May 2023. To register your interest and receive an invite for this event, please email: commercialprocurement.peoplecorporate@gov.wales

If you have already registered your interest for the previous PIN, we will automatically contact you with an invite.

The contract will have the potential for a requirement of between 25,000 to 35,000 bundles per year. It is important to note the projected number of baby bundles is subject to change.

The contract is intended to initially be for two years, with an option to extend for one further year. We require the successful contractor to be ready to distribute baby bundles from February 2024.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 33750000 - Baby care products
- 64121200 - Parcel delivery services
- 79822500 - Graphic design services
- 79810000 - Printing services
- 79342200 - Promotional services
- 79920000 - Packaging and related services
- 79921000 - Packaging services
- 79823000 - Printing and delivery services
- 18411000 - Baby clothing

II.2.3) Place of performance

NUTS codes

- UKL - Wales

II.2.4) Description of the procurement

The Welsh Government will shortly be commencing a procurement exercise for the sourcing of products, registration, assembly, storage and delivery of Baby Bundles in Wales. The Contract Notice will be advertised separately to this Prior Information Notice (PIN) in late June 2023. Baby Bundles is a Welsh Government initiative to provide a 'welcome to the world' gift, comprising of a range of products for the child's first months. The bundle will be provided free of charge to all new and expectant parents resident in Wales.

The contract will have the potential for a requirement of between 25,000 to 35,000 bundles per year. It is important to note the projected number of baby bundles is subject to change.

The Welsh Government will be seeking to contract with a single organisation/consortium to provide (or sub-contract to provide) the following likely elements of the Baby Bundles initiative. (Please note this is early thinking and detailed specification of full requirements will be provided at the time of issuing the Contract Notice):

1. Co-ordination of the registration, order processing and acknowledgements process – this will include the production and distribution of awareness raising / promotional material

and the registration documents at specified times pre-birth.

2. Sourcing the contents for inclusion and the packaging for the bundles, supplying and then assembling the bundles (As an example, a list of the type of items that may be required in the baby bundles, together with detailed product specifications that we would expect to be met is attached for information in the document titled 'Items for Inclusion in Baby Bundle'. Please note the items included in the example list are likely to change). Suppliers must be able to source all items and each item must meet the specified industry safety and EC standards and accreditations. Product testing.

3. Delivery - responsible for scheduling and confirming deliveries. The co-ordination of delivery in an environmentally friendly way.

4 Demonstrating existing, well developed supply chains, established freight and border arrangements.

5 Storage of all items and the bundles including holding sufficient stock circa 6000 units at any given time to respond to potential demand.

6 Having the facility (or can sub-contract) to ensure items and/or packaging feature particular designs.

7 To determine how the bundle will be presented e.g. the outer packaging. It is desirable that the packaging be environmentally friendly.

8 Ensure that aftercare is in place including a bilingual customer contact point/helpline is made available and all enquiries, customer support, and/or cancellations of bundles are dealt with in the language of preference (English/Welsh).

The contract is intended to initially be for two years, with an option to extend for one further year. We require the successful contractor to be ready to distribute baby bundles from February 2024.

A virtual pre-market engagement event is due to take place on Microsoft Teams at 2pm on 24th May 2023. To register your interest and receive an invite for this event, please email commercialprocurement.peoplecorporate@gov.wales

II.3) Estimated date of publication of contract notice

21 June 2023

Section IV. Procedure

IV.1) Description

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

Section VI. Complementary information

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at

[https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=131164.](https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=131164)

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