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Tender

## **Communication and Print Dynamic Purchasing System (DPS) Framework**

Sheffield City Council

F01: Prior information notice

Call for competition

Notice identifier: 2023/S 000-012419

Procurement identifier (OCID): ocds-h6vhtk-03c566

Published 1 May 2023, 12:24am

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

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

Sheffield City Council

Town Hall, Pinstone Street,

Sheffield

S1 2HH

#### **Contact**

Tim Dent

#### **Email**

[tim.dent@sheffield.gov.uk](mailto:tim.dent@sheffield.gov.uk)

#### **Telephone**

+44 01142053646

**Country**

United Kingdom

**Region code**

UKE32 - Sheffield

**National registration number**

(GB) 173 5488 38

**Internet address(es)**

Main address

<https://www.sheffield.gov.uk>

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/104130>

**I.3) Communication**

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

<https://app.panacea-software.com>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://app.panacea-software.com>

Tenders or requests to participate must be submitted to the above-mentioned address

**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**

Communication and Print Dynamic Purchasing System (DPS) Framework

Reference number

73731

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

- 79810000 - Printing services

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

Services

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

DPS Framework consists of 17 lots covering the full range of services required for communication and print work, these being:

- Lot 1 – Standard Print
- Lot 2 – Mailing and Distribution
- Lot 3 – Courier Services
- Lot 4 – Large Format, Signage and Display Printing
- Lot 5 – Security Printing and Confidential Printing (general)
- Lot 6 – Secure Printing (electoral)
- Lot 7 – Branded Promotional Products, Specialist Printing
- Lot 8 – Creative Design Services, Animation & Artwork for Print and Digital Media
- Lot 9 – Photography and Film Making
- Lot 10 – Illustration

- Lot 11 – Copywriting and Proof-reading
- Lot 12 – Digital Communications (content writing)
- Lot 13 – Marketing Communications
- Lot 14 – Internal & Change Communications
- Lot 15 – External Affairs
- Lot 16 – Media Buying
- Lot 17 – Consultation and Surveys

#### **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**

Communication and Print DPS Framework

Lot No

1

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

- 48300000 - Document creation, drawing, imaging, scheduling and productivity software package
- 64100000 - Post and courier services
- 72413000 - World wide web (www) site design services
- 75211000 - Foreign-affairs services
- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security
- 79120000 - Patent and copyright consultancy services
- 79121000 - Copyright consultancy services

- 79341100 - Advertising consultancy services
- 79342000 - Marketing services
- 79342200 - Promotional services
- 79413000 - Marketing management consultancy services
- 79415200 - Design consultancy services
- 79416200 - Public relations consultancy services
- 79571000 - Mailing services
- 79821100 - Proofreading services
- 79822500 - Graphic design services
- 79930000 - Specialty design services
- 79960000 - Photographic and ancillary services
- 79961000 - Photographic services
- 79970000 - Publishing services
- 92111100 - Training-film and video-tape production
- 92111200 - Advertising, propaganda and information film and video-tape production
- 92111210 - Advertising film production
- 92111230 - Propaganda film production
- 92111250 - Information film production
- 92111300 - Entertainment film and video-tape production
- 92111310 - Entertainment film production
- 92225100 - Film-on-demand television

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

NUTS codes

- UKE32 - Sheffield

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

DPS Framework consists of 17 lots covering the full range of services required for

communication and print work, these being:

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- Lot 17 – Consultation and Surveys

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **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 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 establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 999

The procurement involves the setting up of a dynamic purchasing system

#### **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 expressions of interest**

Date

30 June 2026

Local time

11:30pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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## **Section VI. Complementary information**

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

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

Sheffield City Council

Sheffield Town Hall, Pinstone Street,

Sheffield

Country

United Kingdom

Internet address

<https://www.sheffield.gov.uk>

#### **VI.4.2) Body responsible for mediation procedures**

Sheffield City Council

Sheffield Town Hall, Pinstone Street,

Sheffield

Country

United Kingdom

Internet address

<https://www.sheffield.gov.uk>



**VI.4.4) Service from which information about the review procedure may be obtained**

Sheffield City Council

Sheffield Town Hall, Pinstone Street,

Sheffield

Country

United Kingdom

Internet address

<https://www.sheffield.gov.uk>