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Tender

## **ID 3487833 Dof - Library Service – Supply and delivery of Monographs**

Department of Finance

F02: Contract notice

Notice identifier: 2021/S 000-012644

Procurement identifier (OCID): ocds-h6vhtk-02b8d5

Published 7 June 2021, 11:14am

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

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

Department of Finance

Dundonald House, Stormont Estate

BELFAST

BT4 3SB

#### **Email**

[SSDAdmin.CPD@finance-ni.gov.uk](mailto:SSDAdmin.CPD@finance-ni.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

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

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

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

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

<https://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etendersni.gov.uk/epps>

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

### **I.4) Type of the contracting authority**

Body governed by public law

### **I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

ID 3487833 Dof - Library Service – Supply and delivery of Monographs

Reference number

ID 3487833

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

- 22000000 - Printed matter and related products

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

Supplies

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

The NICS, which will be referred to as the “Authority”, through the Department of Finance, requires to establish a contract for the supply and delivery of monographs in both print and electronic format to all beneficiaries of the contract including the Authority and the Northern Ireland Assembly. A full list of Contract users is provided in the Specification document. The scope of the contract is in two Lots. Each lot will be evaluated and awarded independently. Tenderers may apply for one or both Lots: Lot 1. General publications (publications generally available from a variety of publishers with a wide subject coverage) Lot 2. E-books (general publications as in Lot 1 published in electronic format)

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

Value excluding VAT: £500,000

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

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots

2

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

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

Lot 1. General publications

Lot No

1

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

- 22100000 - Printed books, brochures and leaflets
- 22110000 - Printed books
- 22120000 - Publications
- 22121000 - Technical publications

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

NUTS codes

- UKN - Northern Ireland

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

The NICS, which will be referred to as the “Authority”, through the Department of Finance, requires to establish a contract for the supply and delivery of monographs in both print and electronic format to all beneficiaries of the contract including the Authority and the Northern Ireland Assembly. A full list of Contract users is provided in the Specification document. The scope of the contract is in two Lots. Each lot will be evaluated and awarded independently. Tenderers may apply for one or both Lots: Lot 1. General publications (publications generally available from a variety of publishers with a wide subject coverage) Lot 2. E-books (general publications as in Lot 1 published in electronic format)

### **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: £300,000

### **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

The contract will be for an initial period of three years commencing on the date of award and will contain an option for renewal for a further period of one year.

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: Yes

Description of options

The contract will be for an initial period of three years commencing on the date of award and will contain an option for renewal for a further period of one year.

### **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.2.14) Additional information**

The figure in II,2,6 is the maximum estimated total contract value. See the specification at Appendix A – List of Contract users for details of the users of the contract.

## **II.2) Description**

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

Lot 2. E-books

Lot No

2

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

- 22100000 - Printed books, brochures and leaflets
- 22110000 - Printed books
- 22120000 - Publications
- 22121000 - Technical publications

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

NUTS codes

- UKN - Northern Ireland

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

The NICS, which will be referred to as the “Authority”, through the Department of Finance, requires to establish a contract for the supply and delivery of monographs in both print and electronic format to all beneficiaries of the contract including the Authority and the Northern Ireland Assembly. A full list of Contract users is provided in the Specification document. The scope of the contract is in two Lots. Each lot will be evaluated and awarded independently. Tenderers may apply for one or both Lots: Lot 1. General publications (publications generally available from a variety of publishers with a wide subject coverage) Lot 2. E-books (general publications as in Lot 1 published in electronic format)

### **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: £200,000

### **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

The contract will be for an initial period of three years commencing on the date of award and will contain an option for renewal for a further period of one year.

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: Yes

Description of options

The contract will be for an initial period of three years commencing on the date of award and will contain an option for renewal for a further period of one year.

#### **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.2.14) Additional information**

The figure in II,2,6 is the maximum estimated total contract value. See the specification at Appendix A – List of Contract users for details of the users of the contract.

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

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

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

List and brief description of selection criteria

as per Tender documentation.

##### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

as per Tender documentation.

## **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

8 July 2021

Local time

3:00pm

#### **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**

Tender must be valid until: 6 October 2021

#### **IV.2.7) Conditions for opening of tenders**

Date

8 July 2021

Local time

3:30pm

Information about authorised persons and opening procedure

Only CPD Procurement Staff with access to the project on eTendersNI.

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Following the expiry of this contract

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

Contract Monitoring. The successful contractor's performance on the contract will be regularly monitored. Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in CPD for further action. If this occurs and their performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave professional misconduct and they may be issued with a Certificate of Unsatisfactory Performance and the contract may be terminated. The issue of a Certificate of Unsatisfactory Performance will result in the contractor being excluded from all procurement competitions being undertaken by Centres of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy for a period of twelve months from the date of issue of the certificate.. . . The Authority expressly reserves the rights: . . (I). not to award any contract as a result of the procurement process commenced by publication of this notice;. (II). to make whatever changes it may see fit to the content and structure of the tendering Competition;. (III). to award (a) contract(s) in respect of any part(s) of the [services] covered by this notice; and. (IV). to award contract(s) in stages.. . and in no circumstances will the Authority be liable for any costs incurred by candidates.

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

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

The UK does not have any such bodies with responsibility for appeal/mediation procedures.

Belfast

Country

United Kingdom

### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

CPD will comply with the Public Contracts Regulations 2015 and, where appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of contract is communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the contract is entered into.