This is a published notice on the Find a Tender service: <a href="https://www.find-tender.service.gov.uk/Notice/012904-2024">https://www.find-tender.service.gov.uk/Notice/012904-2024</a>

Tender

# Framework Agreement for Office, Paper, EOS & Library Supplies (OPELS)

North Western Universities Purchasing Consortium

F02: Contract notice

Notice identifier: 2024/S 000-012904

Procurement identifier (OCID): ocds-h6vhtk-0453db

Published 21 April 2024, 9:19am

The closing date and time has been changed to:

27 June 2024, 1:00pm

See the change notice.

# **Section I: Contracting authority**

# I.1) Name and addresses

North Western Universities Purchasing Consortium

Room 404, 4th Floor, Crescent House, University of Salford

Salford

**M5 4WT** 

#### Contact

**Dave Yates** 

#### **Email**

david.yates@nwupc.ac.uk

#### **Telephone**

+44 1612348002

#### Country

**United Kingdom** 

#### Region code

UK - United Kingdom

# National registration number

04045190

#### Internet address(es)

Main address

https://nwupc.ac.uk/

Buyer's address

https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/91080

# I.3) Communication

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

https://uk.eu-supply.com/app/rfg/rwlentrance\_s.asp?PID=80007&B=NWUPC

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://uk.eu-supply.com/app/rfg/rwlentrance s.asp?PID=80007&B=NWUPC

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

# I.4) Type of the contracting authority

Other type

Sub-central contracting authority

# I.5) Main activity

Education

# **Section II: Object**

## II.1) Scope of the procurement

#### II.1.1) Title

Framework Agreement for Office, Paper, EOS & Library Supplies (OPELS)

Reference number

**OFF3166 NW** 

#### II.1.2) Main CPV code

• 30192000 - Office supplies

#### II.1.3) Type of contract

**Supplies** 

#### II.1.4) Short description

NWUPC is establishing a multi-provider Framework Agreement for Office, Paper, EOS & Library Supplies (OPELS) OFF3166 NW which will amalgamate two existing agreements:

- Office Computer & Library
- Paper Print & Specialist

This framework will be accessible to members of the following organisations:

Advance Procurement for Universities and Colleges

Higher Education Purchasing Consortium Wales

London Universities Purchasing Consortium

North Western Universities Purchasing Consortium

North Eastern Universities Purchasing Consortium

Southern Universities Purchasing Consortium

This Framework Agreement will commence on 1st August 2024 for an initial period of twenty-four (24) months until 31st July 2026 with the option to extend the Agreement for

two periods of twelve (12) months until 31st July 2028 subject to satisfactory Economic Operator performance.

The lotting structure will be:

Lot 1 Office Supplies

Lot 2 Bulk Paper

Lot 3 Computer Supplies

Lot 4 Library Supplies

#### II.1.5) Estimated total value

Value excluding VAT: £82,682,690

#### 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

Lot 1 – Office Supplies

Lot No

1

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

- 22600000 Ink
- 22610000 Printing ink
- 30000000 Office and computing machinery, equipment and supplies except furniture and software packages
- 30100000 Office machinery, equipment and supplies except computers, printers and furniture
- 30125100 Toner cartridges

- 30125110 Toner for laser printers/fax machines
- 30125120 Toner for photocopiers
- 30191000 Office equipment except furniture
- 30192110 Ink products
- 30192113 Ink cartridges
- 30192121 Ballpoint pens
- 30192122 Fountain pens
- 30192123 Fibre pens
- 30192124 Felt-tipped pens
- 30192127 Pen holders
- 30192130 Pencils
- 30192132 Pencil lead refills
- 30192133 Pencil sharpeners
- 30192134 Pencil holders
- 30192930 Correction pens
- 30192940 Correction pen refills
- 30197642 Photocopier paper and xerographic paper
- 37822000 Drawing pens

#### II.2.3) Place of performance

**NUTS** codes

• UK - United Kingdom

## II.2.4) Description of the procurement

Not limited to, the following scope; general office products, cut paper (desktop delivery quantities), minor office equipment, envelopes, furniture and presentation, printer toner and ink, computer external storage, computer peripherals e.g. cables, media storage, book care, book trolleys and display supplies, library security supplies, referencing supplies, janitorial products for office use, other office supplies products, other computer supplies products, other library supplies product

#### II.2.5) Award criteria

Quality criterion - Name: Customer Requirements / Weighting: 40.00

Price - Weighting: 60.00

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

Start date

1 August 2024

End date

31 July 2028

This contract is subject to renewal

Yes

Description of renewals

The framework will commence on 1st August 2024 for an initial period of 24 months until 31st July 2026 with the option to extend the agreement for 12 months until 31st July 2027 and a further 12 months until 31st July 2028 subject to satisfactory Economic Operator Performance

#### 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: Yes

Identification of the project

Call off by members from the resulting framework may be conducted by Institutions using various funds including but not limited to the European Regional Development Fund (ERDF)

#### II.2.14) Additional information

Please read the complete tender document set, including the supplier guide to tendering, prior to completing.

## II.2) Description

#### II.2.1) Title

Lot 2 – Bulk Paper

Lot No

2

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

- 30197642 Photocopier paper and xerographic paper
- 22993400 Corrugated paper or paperboard
- 30197620 Writing paper
- 30197630 Printing paper
- 30199300 Embossed or perforated paper
- 30199330 Continuous paper for computer printers
- 30199400 Gummed or adhesive paper
- 30199410 Self-adhesive paper

#### II.2.3) Place of performance

**NUTS** codes

• UK - United Kingdom

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

Bulk Paper the supply of the following types of paper in bulk includes but is not limited to: coated and uncoated papers, recycled and virgin papers, cut sheet and reel papers, a variety of paper sizes including SR, A4 and A3 and a variety of FSC and PEFC certified papers. Specialist papers may be purchased in smaller quantities. This list is not exhaustive.

#### II.2.5) Award criteria

Quality criterion - Name: Customer Requirements / Weighting: 40.00

Price - Weighting: 60.00

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

Start date

1 August 2024

End date

31 July 2028

This contract is subject to renewal

Yes

Description of renewals

The framework will commence on 1st August 2024 for an initial period of 24 months until 31st July 2026 with the option to extend the agreement for 12 months until 31st July 2027 and a further 12 months until 31st July 2028 subject to satisfactory Economic Operator Performance

#### 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: Yes

Identification of the project

Call off by members from the resulting framework may be conducted by Institutions using various funds including but not limited to the European Regional Development Fund (ERDF)

#### II.2.14) Additional information

Please read the complete tender document set, including the supplier guide to tendering, prior to completing.

## II.2) Description

#### II.2.1) Title

Lot 3 - Computer Supplies

Lot No

3

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

- 22600000 Ink
- 22610000 Printing ink
- 30125100 Toner cartridges
- 30125110 Toner for laser printers/fax machines
- 30125120 Toner for photocopiers
- 30125000 Parts and accessories of photocopying apparatus
- 30200000 Computer equipment and supplies
- 30237200 Computer accessories
- 30237400 Data entry accessories

#### II.2.3) Place of performance

**NUTS** codes

• UK - United Kingdom

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

Computer Supplies includes but is not limited to printer toner and ink, computer external storage, computer peripherals e.g. cables, media storage, other computer supplies products. This list is not exhaustive.

#### II.2.5) Award criteria

Quality criterion - Name: Customer Requirements / Weighting: 40

Price - Weighting: 60.00

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

Start date

1 August 2024

End date

31 July 2028

This contract is subject to renewal

Yes

Description of renewals

The framework will commence on 1st August 2024 for an initial period of 24 months until 31st July 2026 with the option to extend the agreement for 12 months until 31st July 2027 and a further 12 months until 31st July 2028 subject to satisfactory Economic Operator Performance

# 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: Yes

Identification of the project

Call off by members from the resulting framework may be conducted by Institutions using various funds including but not limited to the European Regional Development Fund (ERDF)

#### II.2.14) Additional information

Please read the complete tender document set, including the supplier guide to tendering,

prior to completing.

# II.2) Description

#### II.2.1) Title

Lot 4 – Library Supplies

Lot No

4

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

- 39153100 Bookstands
- 39155000 Library furniture
- 39133000 Display units
- 39171000 Display cases

#### II.2.3) Place of performance

**NUTS** codes

• UK - United Kingdom

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

Library Supplies includes but is not limited to book care, book trolleys and display supplies, library security supplies, referencing supplies, other library supplies products. This list is not exhaustive

#### II.2.5) Award criteria

Quality criterion - Name: Customer Requirements / Weighting: 40.00

Price - Weighting: 60.00

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

Start date

1 August 2024

End date

#### 31 July 2028

This contract is subject to renewal

Yes

Description of renewals

The framework will commence on 1st August 2024 for an initial period of 24 months until 31st July 2026 with the option to extend the agreement for 12 months until 31st July 2027 and a further 12 months until 31st July 2028 subject to satisfactory Economic Operator Performance

#### 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: Yes

Identification of the project

Call off by members from the resulting framework may be conducted by Institutions using various funds including but not limited to the European Regional Development Fund (ERDF)

#### II.2.14) Additional information

Please read the complete tender document set, including the supplier guide to tendering, prior to completing.

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

# III.1) Conditions for participation

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

Selection criteria as stated in the procurement documents

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

Selection criteria as stated in the procurement documents

# Section IV. Procedure

# IV.1) Description

## IV.1.1) Type of procedure

Open 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: 15

#### 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

Originally published as:

Date

18 June 2024

Local time

1:00pm
Changed to:
Date
27 June 2024
Local time
1:00pm
See the <u>change notice</u> .
IV.2.4) Languages in which tenders or requests to participate may be submitted
English
English
English  IV.2.7) Conditions for opening of tenders
English  IV.2.7) Conditions for opening of tenders  Date
IV.2.7) Conditions for opening of tenders  Date  18 June 2024

# **Section VI. Complementary information**

# VI.1) Information about recurrence

This is a recurrent procurement: No

# VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

# VI.3) Additional information

The following participating consortia have committed to use the framework agreement:

NWUPC <a href="https://www.nwupc.ac.uk/our-members">https://www.nwupc.ac.uk/our-members</a>

APUC <a href="http://www.apuc-scot.ac.uk/#!/members">http://www.apuc-scot.ac.uk/#!/members</a>

HEPCW <a href="http://www.hepcw.ac.uk/members/">http://www.hepcw.ac.uk/members/</a>

LUPC https://www.lupc.ac.uk/member-list

NEUPC <a href="http://www.neupc.ac.uk/our-members">http://www.neupc.ac.uk/our-members</a>

SUPC <a href="https://www.supc.ac.uk/about-us/our-members/our-members/our-members/our-members/our-members/">https://www.supc.ac.uk/about-us/our-members/our-members/our-members</a>

At some point during the life of the agreement the current members of the following may wish to utilise the agreement and should have access at any point with the permission of NWUPC. The agreement is not intended to replace any current Agreements that either participating institutions may already have in place. A list of the current members is available as follows:

Central Government Departments, Local Government and Public Corporations that can be accessed at the Public Sector Classification Guide

https://www.ons.gov.uk/economy/nationalaccounts/uksectoraccounts/datasets/publicsectorclassificationguide

https://www.gov.uk/government/organisations

**Local Authorities** 

https://www.gov.uk/find-local-council

https://www.local.gov.uk

**NDPBs** 

https://www.gov.uk/government/organisations

National Parks Authorities

https://www.nationalparks.uk/

Police Forces in the United Kingdom

http://www.police.uk/?view=force\_sites

https://www.police-information.co.uk/index.html

Fire and Rescue Services in the United Kingdom

https://www.nationalfirechiefs.org.uk/fire-and-rescue-services

NHS Bodies England

https://www.england.nhs.uk/publication/nhs-provider-directory/

Hospices in the UK

https://www.hospiceuk.org/hospice-care-finder

Registered Social Landlords (Housing Associations)

https://www.gov.uk/government/publications/registered-providers-of-social-housing

Third Sector and Charities in the United Kingdom

https://www.gov.uk/government/organisations/charity-commission

http://www.oscr.org.uk

Citizens Advice in the United Kingdom

http://www.citizensadvice.org.uk/index/getadvice.htm

www.cas.org.uk

Scottish Police

http://www.scotland.police.uk

**NI Public Bodies** 

Northern Ireland Government Departments

https://www.northernireland.gov.uk/topics/your-executive/government-departments

https://www.nidirect.gov.uk/contacts/government-departments-in-northern-ireland

Northern Ireland Public Sector Bodies and Local Authorities

https://www.finance-ni.gov.uk/articles/list-public-bodies-which-ni-public-procurement-policy-applies

Schools and Universities in Northern Ireland

https://www.education-ni.gov.uk/

Health and Social care in Northern Ireland

http://online.hscni.net

Northern Ireland Housing Associations

https://www.nidirect.gov.uk/contacts/housing-associations

Police Service of Northern Ireland

https://www.psni.police.uk

VI.4) Procedures for review

VI.4.1) Review body

**NWUPC** 

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