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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/rfq/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/rfq/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

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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

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Variants will be accepted: No

II.2.11) Information about options

Options: No

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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 [change notice](#).

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

English

IV.2.7) Conditions for opening of tenders

Date

18 June 2024

Local time

2:00pm

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 <https://www.nwupc.ac.uk/our-members>

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

HEPCW <http://www.hepcw.ac.uk/members/>

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

NEUPC <http://www.neupc.ac.uk/our-members>

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

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

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

Salford

M5 4WT

Email

procurement@nwupc.ac.uk

Telephone

+44 1612348000

Country

United Kingdom

Internet address

www.nwupc.ac.uk