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Tender

## Print and Digital Communications

The Minister for the Cabinet Office acting through Crown Commercial Service

F02: Contract notice

Notice identifier: 2024/S 000-013008

Procurement identifier (OCID): ocds-h6vhtk-043a79

Published 22 April 2024, 3:36pm

### Section I: Contracting authority

#### I.1) Name and addresses

The Minister for the Cabinet Office acting through Crown Commercial Service

9th Floor, The Capital, Old Hall Street

Liverpool

L3 9PP

#### Email

[ccsprintteam@crowncommercial.gov.uk](mailto:ccsprintteam@crowncommercial.gov.uk)

#### Telephone

+44 3454102222

#### Country

United Kingdom

#### Region code

UK - United Kingdom

**Internet address(es)**

Main address

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

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

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

<https://crowncommercialservice.bravosolution.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://crowncommercialservice.bravosolution.co.uk>

Tenders or requests to participate must be submitted to 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

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## **Section II: Object**

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

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

Print and Digital Communications

Reference number

RM6297

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

- 79800000 - Printing and related services

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

Services

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

Crown Commercial Service, as the Authority, intends to put in place an agreement for the provision of printed matter, digital communications and related products for use by Central Government and UK public sector bodies.

The agreement shall include multiple routes to market (Direct Award and Further Competition) for purchasing print products, digital communications and all associated services to provide an end to end print management service.

The scope shall include all types of print such as operational, transactional, and secure print, and the associated services such as direct mail, storage, fulfilment and distribution, digital asset management, digital solutions, omni channel communications, content creation, pre-production services, media duplication and official papers.

The lotting structure of this framework has been determined as a result of market engagement and is as follows:

Lot 1 Print and Digital Communications (Direct Award, including Command & House Papers)

Lot 2 Print and Digital Communications (Further Competition)

Further information is included in the Additional Information section VI.3.

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

Value excluding VAT: £930,000,000

## **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**

Print and Digital Communications (Direct Award)

Lot No

1

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

- 79800000 - Printing and related services

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

NUTS codes

- UK - United Kingdom

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

Single supplier, Direct Award lot.

Includes provision of Command and House Paper Service.

The scope shall include all types of print such as operational, transactional, and secure print, and the associated services such as direct mail, storage, fulfilment and distribution, digital asset management, digital solutions, omni channel communications, content creation, pre-production services, media duplication and official papers.

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

Quality criterion - Name: Quality / Weighting: 80

Price - Weighting: 20

## **II.2.6) Estimated value**

Value excluding VAT: £19,000,000

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

Duration in months

51

This contract is subject to renewal

No

## **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: No

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

Single supplier lot. The Supplier awarded Lot 1 cannot be awarded a Lot 2 framework contract.

## **II.2) Description**

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

Print and Digital Communications (Further Competition)

Lot No

2

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

- 79800000 - Printing and related services

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

NUTS codes

- UK - United Kingdom

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

Multiple suppliers, Further Competition lot.

The scope shall include all types of print such as operational, transactional, and secure print, and the associated services such as direct mail, storage, fulfilment and distribution, digital asset management, digital solutions, omni channel communications, content creation, pre-production services, media duplication and official papers.

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

Quality criterion - Name: Quality / Weighting: 80

Price - Weighting: 20

### **II.2.6) Estimated value**

Value excluding VAT: £740,000,000

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

Duration in months

51

This contract is subject to renewal

No

### **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: No

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

Places to be awarded: 7.

Suppliers awarded a Lot 2 contract cannot be awarded the Lot 1 framework contract.

Please also see VI.3) Additional information.

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

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

##### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

Candidates will be assessed in accordance with Section 5 of the 2015 Public Contract Regulations (implementing the directive) on the basis of information provided in response to an invitation to tender (ITT) registering for access.

##### **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

#### **III.2) Conditions related to the contract**

##### **III.2.2) Contract performance conditions**

N/A

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### **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

#### **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.2.1) Previous publication concerning this procedure**

Notice number: [2024/S 000-005113](#)

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

24 May 2024

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: 28 December 2024

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

Date

24 May 2024

Local time

3:01pm

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## 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

As part of this contract notice the following documents can be accessed at

<https://www.contractsfinder.service.gov.uk/Notice/c20c14f7-ecd2-495a-9b9c-a826bfda740f>

- 1) Contract notice transparency information for the agreement;
- 2) Contract notice authorised customer list;
- 3) Rights reserved for CCS framework.

The Government Security Classifications (GSC) Policy came into force on 2 April 2014 and describes how HM Government classifies information assets to ensure they are appropriately protected. It applies to all information that Government collects, stores, processes, generates or shares to deliver services and conduct business.

Cyber Essentials is a mandatory requirement for Central Government contracts which involve handling personal information or provide certain ICT products/services. Government is taking steps to reduce the levels of cyber security risk in its supply chain through the Cyber Essentials scheme. The scheme defines a set of controls which, when implemented, will provide organisations with basic protection from the most prevalent forms of threat coming from the internet. To participate in this procurement, bidders must be able to demonstrate they comply with the technical requirements prescribed by Cyber Essentials, for services under and in connection with this procurement.

Refer to <https://www.ncsc.gov.uk/information/cyber-essentials-faqs> for more information.

Some purchases under this framework Agreement may have requirements that can be met under this Framework Agreement but the purchase of which may be exempt from the Procurement Regulations (as defined in Attachment 1 – About the framework within the invitation to tender documentation). In such cases, Call-offs from this Framework will be unregulated purchases for the purposes of the Procurement Regulations, and the buyers may, at their discretion, modify the terms of the Framework and any Call-off Contracts to reflect that buyer's specific needs.

For Lot 2 only, CCS reserves the right to award a framework to any bidder whose final score is within 1% of the last position. Please refer to Attachment 2 How to Bid in the tender documents.

Registering for access:

This procurement will be managed electronically via the eSourcing suite. This will be the route for sharing all information and communicating with bidders. If you have recently registered on the eSourcing suite for another CCS procurement you can use the same account for this new procurement. If not, you will first need to register your organisation on the portal.

Use the following link for information on how register and use the eSourcing tool:  
<https://www.gov.uk/government/publications/esourcing-tool-guidance-for-suppliers>

For assistance please contact the eSourcing Help desk operated by email at [eEnablement@crowncommercial.gov.uk](mailto:eEnablement@crowncommercial.gov.uk) or call 0345 410 2222.

Bidders can bid for more than one Lot. However, a bidder cannot be awarded a Framework Contract for both Lots. Bidders may submit bids for both Lot 1 and Lot 2 but can only be awarded a framework contract for one Lot.

If a Bidder is ranked in first position in Lot 1 based on their final score then the Bidder will be awarded the Lot 1 framework contract and cannot be awarded a Lot 2 framework contract. Please refer to Attachment 2 How to Bid for further details.

Please note the contract period is for 48 months with a 3 month implementation period

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

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

The Minister for the Cabinet Office acting through Crown Commercial Service

9th Floor, The Capital, Old Hall Street

Liverpool

L3 9PP

Email

[supplier@crowncommercial.gov.uk](mailto:supplier@crowncommercial.gov.uk)

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