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Tender

Invitation to Tender for Stationery and Office Consumables – Y22002

Kent County Council (t/a KCS)

F02: Contract notice

Notice identifier: 2021/S 000-013339

Procurement identifier (OCID): ocids-h6vhtk-02bb8e

Published 14 June 2021, 12:26pm

Section I: Contracting authority

I.1) Name and addresses

Kent County Council (t/a KCS)

Head Office, 1 Abbey Wood Group, Kings Hill

West Malling

ME19 4YT

Contact

Miss Tamara Stevens

Email

csgprocurement@cs ltd.org.uk

Telephone

+44 1622236716

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

www.commercialservices.org.uk

Buyer's address

www.commercialservices.org.uk

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://procontract.due-north.com/Advert/Index?advertId=229fd391-fbcc-eb11-810c-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=229fd391-fbcc-eb11-810c-005056b64545>

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Invitation to Tender for Stationery and Office Consumables – Y22002

Reference number

DN549944

II.1.2) Main CPV code

- 30192000 - Office supplies

II.1.3) Type of contract

Supplies

II.1.4) Short description

This Framework is for the provision of Stationery and Office Consumables

The Agreement is divided into 7 Lots.

Lot 1 – Dividers, Indices and Guides

Lot 2 – Notebooks

Lot 3 – Correction Media, Erasers and Sharpeners

Lot 4 – Measuring and Drawing Equipment and Calculators

Lot 5 – Scissors

Lot 6 – Hole Punches, Staplers and Office Fasteners

Lot 7 – Office Consumables

II.1.5) Estimated total value

Value excluding VAT: £6,000,000

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

Dividers, Indices and Guides

Lot No

1

II.2.2) Additional CPV code(s)

- 30000000 - Office and computing machinery, equipment and supplies except furniture and software packages

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Lot 1 – Dividers, Indices and Guides

A range of dividers, indices and guide cards in various sizes, colours and pack sizes.

II.2.5) Award criteria

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

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

Duration in months

48

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

To gain access and complete the necessary documents please follow the instruction below

Visit - WWW.Kentbusinessportal.org.uk

Select - Opportunities

Select Organisation - Commercial Services

Select the opportunity appropriate to you from the list provided

Express interest - you may need to register first

Once successful expression is completed you can access and complete the requirements in two ways

1 - when you register you will receive a successful registration email, this also contains an link taking you direct to the opportunity

2 - when you log in to proactis go to my activities, select commercial services and you will be presented with the opportunity.

Following the instruction from herein

II.2) Description

II.2.1) Title

Notebooks

Lot No

2

II.2.2) Additional CPV code(s)

- 22810000 - Paper or paperboard registers

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Lot 2 – Notebooks

A range of notebooks in various sizes and rulings.

II.2.5) Award criteria

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

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

Duration in months

48

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

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II.2) Description

II.2.1) Title

Correction Media, Erasers and Sharpeners

Lot No

3

II.2.2) Additional CPV code(s)

- 30192100 - Erasers

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Lot 3 – Correction Media, Erasers and Sharpeners

A range of correction media, erasers and sharpeners varied in sizes and pack sizes.

II.2.5) Award criteria

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

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

Duration in months

48

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

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II.2) Description

II.2.1) Title

Measuring and Drawing Equipment and Calculators

Lot No

4

II.2.2) Additional CPV code(s)

- 30000000 - Office and computing machinery, equipment and supplies except furniture and software packages

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Lot 4 –Measuring and Drawing Equipment and Calculators

A range of measuring equipment and calculators for various applications

II.2.5) Award criteria

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

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

Duration in months

48

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

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II.2) Description

II.2.1) Title

Scissors

Lot No

5

II.2.2) Additional CPV code(s)

- 39000000 - Furniture (incl. office furniture), furnishings, domestic appliances (excl. lighting) and cleaning products

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Lot 5 – Scissors

A range of scissors in different sizes for various uses

II.2.5) Award criteria

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

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

Duration in months

48

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

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II.2) Description

II.2.1) Title

Hole Punches, Staplers and Office Fasteners

Lot No

6

II.2.2) Additional CPV code(s)

- 30197320 - Staplers

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Lot 6 – Hole Punches, Staplers and Office Fasteners

A range of hole punches, staplers and office fasteners in various sizes for various uses.

II.2.5) Award criteria

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

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

Duration in months

48

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

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II.2) Description

II.2.1) Title

Office Consumables

Lot No

7

II.2.2) Additional CPV code(s)

- 30192000 - Office supplies

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Lot 7 – Office Consumables

A range of equipment for use within office and educational establishments including desktop accessories, storage and IT peripherals.

II.2.5) Award criteria

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

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

Duration in months

48

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

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Following the instruction from herein

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

In the case of framework agreements, provide justification for any duration exceeding 4 years:

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

20 July 2021

Local time

2:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

20 July 2021

Local time

2:15pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

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Select Organisation - Commercial Services

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in two ways

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Following the instruction from herein

VI.4) Procedures for review

VI.4.1) Review body

Commercial Services Kent Ltd

1 Abbey Wood Road

Kings Hill

ME19 4YT

Country

United Kingdom