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Tender

## **23 064 Chargeable Garden Waste Permit Production & distribution v2**

Cheshire East Borough Council

F02: Contract notice

Notice identifier: 2023/S 000-013544

Procurement identifier (OCID): ocds-h6vhtk-03c833

Published 12 May 2023, 10:25am

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

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

Cheshire East Borough Council

Westfields, Middlewich Road

Sandbach

CW11 1HZ

#### **Contact**

Mr Simon Hagan

#### **Email**

[simon.hagan@cheshireeast.gov.uk](mailto:simon.hagan@cheshireeast.gov.uk)

#### **Telephone**

+44 1270686974

#### **Country**

United Kingdom

**Region code**

UKD6 - Cheshire

**Internet address(es)**

Main address

<http://www.cheshireeast.gov.uk/>

Buyer's address

<http://www.cheshireeast.gov.uk/>

**I.3) Communication**

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

<https://procontract.due-north.com/register>

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/register>

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

Regional or local 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**

23 064 Chargeable Garden Waste Permit Production & distribution v2

Reference number

DN669657

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

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

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

Services

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

Chargeable Garden Waste Permit Solution (to include the production and circulation of permits and letters of introduction and guidance). This will require storage of data and associated management information and control.

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

Value excluding VAT: £600,000

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

This contract is divided into lots: No

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

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

- 48000000 - Software package and information systems

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

NUTS codes

- UKD - North West (England)

Main site or place of performance

Cheshire East

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

Cheshire East, a Unitary Authority, has 185,000 households and covers with a mix of rural and urban areas. All properties within the borough are offered a wide range of recycling options, including garden waste collections.

The Council will now be bringing in a charge for the garden waste service and as part of this service This system will require permits for the residents who subscribe to the service. The Council requires the design, printing and posting of the permits to residents who subscribe.

The supplier will be required to provide a fully managed end-to-end service for the production and distribution of garden waste permits, which residents will receive once payment through the Council's subscription solution has been received.

There are approximately 185,000 households in the Cheshire East Borough. The anticipated demand for garden waste collections following the transition to a chargeable garden waste service is around 50% in year one of the current service users which is 150,000 households.

The anticipated contract will commence July 12th 2023 until July 11th 2025 with 2 x12 month extensions. The value is estimated between £400k-£600k but is dependent upon take up.

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

Quality criterion - Name: Price / Weighting: 30

Quality criterion - Name: Quality / Weighting: 60

Quality criterion - Name: Social value / Weighting: 10

Price - Weighting: 30

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

Value excluding VAT: £600,000

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The anticipated contract will commence July 12th 2023 until July 11th 2025 with 2 x12 month extensions, therefore renewals will be renewed (up to 12 months prior) by the end of the initial contract period July 25 and July 26.

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

Variants will be accepted: No

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

Options: Yes

Description of options

The anticipated contract will commence July 12th 2023 until July 11th 2025 with 2 x12 month extensions.

Extensions will be agreed (at the councils sole discretion). In the event the contract is extended any extension shall be on the same terms and conditions of contract as the original contract period.

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

## **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

16 June 2023

Local time

12:00pm

#### **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**

Duration in months: 90 (from the date stated for receipt of tender)

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

Date

16 June 2023

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

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

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

Royal Courts of Justice

London

WC2A 2LL

Country

United Kingdom

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

Precise information on deadline(s) for review procedures

In accordance with Regulation 86 (Notices of decisions to award a contract), Regulation 87 (Standstill Period) and Regulation 91 (Enforcement of duties through the court) of the Public

Contract Regulations 2015 (as amended) , Cheshire East Borough Council will incorporate a standstill period at the point information on the award of the contract is communicated to tenderers. That notification will provide full information on the award decision.

The standstill period, which will be for a minimum of 10 calendar days provides time for unsuccessful tenderers to review and scrutinize the award decision before the contract is entered into.