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Tender

Publication Distribution Services

London Borough of Hackney

F02: Contract notice

Notice identifier: 2022/S 000-014697

Procurement identifier (OCID): ocds-h6vhtk-03400f

Published 26 May 2022, 7:28am

Section I: Contracting authority

I.1) Name and addresses

London Borough of Hackney

The Annexe, 2 Hillman Street

Hackney

E8 1DY

Contact

LBH Rehilah Hamid

Email

rehilah.hamid@hackney.gov.uk

Telephone

+44 2083563000

Country

United Kingdom

NUTS code

UKI41 - Hackney and Newham

Internet address(es)

Main address

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

Buyer's address

<http://www.hackney.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/Advert/Index?advertId=cb27cf97-42d8-ec11-8114-005056b64545>

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=cb27cf97-42d8-ec11-8114-005056b64545>

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

Publication Distribution Services

Reference number

DN602846

II.1.2) Main CPV code

- 79800000 - Printing and related services

II.1.3) Type of contract

Services

II.1.4) Short description

The way in which a Council communicates with local residents can have a huge impact on its reputation. The London Borough of Hackney is seeking a service provider that will carry out distribution of its regular print publication.

Independent research carried out by MORI showed that one of the most effective ways a Council can improve its image is to communicate through a regular Council publication.

The London Borough of Hackney is fully committed to producing a publication that is delivered door-to-door and which:

- Provides unbiased, factual, useful and interesting information on the services it provides, as well as community news and stories from partner organisations
- Encourages residents to play an active role in their communities
- Facilitates access to Council services by residents

- Acts as a vehicle for community engagement
- Offers an opportunity for residents to feed back their views
- Fosters a sense of community spirit

The purpose of this exercise is to establish a distribution agreement, which is set to run alongside a new print contract, that provides best value for money for the distribution of Hackney Council's publication. The duration of the agreement is four years.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKI41 - Hackney and Newham

II.2.4) Description of the procurement

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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

Yes

Description of renewals

A further procurement exercise would be carried out if a renewal is required.

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

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

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: No

IV.2) Administrative information

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

Date

11 July 2022

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

11 July 2022

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

The Royal Courts of Justice

The Strand

London

WC2A 2LL

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Precise information on deadline(s) for review procedures

Tenderers who are unsuccessful shall be informed by the authority as soon as possible after

the decision has been made as to the reasons why the tenderer was unsuccessful. A 10 day

standstill period shall be observed prior to the entry into a contract by the relevant authority.

If an appeal regarding the award of the contract has not been successfully resolved, the

Public Contracts Regulations 2015 (SI 2015 No 102) provide for aggrieved parties who have

been harmed or are at risk of harm by breach of the rules to take legal action. Any such action

must be brought within the applicable limitation period. Where a contract has not been entered into, the Court may order the setting aside of the award decision or order the authorities to amend any document and may award damages.

If the contract has been entered into, the Court may, depending on the circumstances, award damages, make a declaration of ineffectiveness, order the relevant authority to pay a

fine and/or order that the duration of the contract be shortened.

The purpose of the standstill period referred to above is to allow the parties to apply to the Courts to set aside the award decision before the contract is entered into.

VI.4.4) Service from which information about the review procedure may be obtained

The Public Procurement Review Service of the Cabinet Office

70 Whitehall

London

SW1A 2AS

Country

United Kingdom