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Tender

## **Courier Services for Public Libraries in Nottinghamshire**

Nottinghamshire County Council

F02: Contract notice

Notice identifier: 2021/S 000-015025

Procurement identifier (OCID): ocds-h6vhtk-02c225

Published 1 July 2021, 10:24am

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

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

Nottinghamshire County Council

County Hall, West Bridgford

Nottingham

NG2 7QP

#### **Contact**

Mr Joe Sardone

#### **Email**

[joe.sardone@nottscc.gov.uk](mailto:joe.sardone@nottscc.gov.uk)

#### **Telephone**

+44 1159773136

#### **Country**

United Kingdom

**NUTS code**

UKF15 - North Nottinghamshire

**Internet address(es)**

Main address

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

Buyer's address

<http://www.nottinghamshire.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=3632c895-4cda-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=3632c895-4cda-eb11-810c-005056b64545>

**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**

Courier Services for Public Libraries in Nottinghamshire

Reference number

DN553908

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

- 64122000 - Internal office mail and messenger services

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

Services

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

Inspire is an independent organisation with charitable status which is contracted by Nottinghamshire County Council to deliver a range of local authority services, including operation of public libraries. The contract offered is to provide a regular and reliable courier service between all the library service points in Nottinghamshire, but excluding those inside the boundary of the City of Nottingham. Nottinghamshire County Council are tendering this service on behalf of Inspire. Scope of Services To deliver and transport stock and materials between public libraries in the County of Nottinghamshire, and other Inspire sites, primarily consisting of books but also mail, printed paper material, items of equipment and occasionally furniture. Also, to provide a sorting service for standard library book stock at Inspire HQ upon return. The service also includes key holding for the library buildings to enable collection and delivery outside of library opening hours. This service is a re-commissioning of a contract that was previously delivered by staff that were employed by Inspire and transferred to the incumbent provider under TUPE regulations. The duration will be 3 years, 3 months with an option to extend for a further two 12 months. commencing 1st January 2022.

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

Value excluding VAT: £580,000

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

This contract is divided into lots: No

## **II.2) Description**

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

NUTS codes

- UKF15 - North Nottinghamshire
- UKF16 - South Nottinghamshire

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

Inspire is an independent organisation with charitable status which is contracted by Nottinghamshire County Council to deliver a range of local authority services, including operation of public libraries. The contract offered is to provide a regular and reliable courier service between all the library service points in Nottinghamshire, but excluding those inside the boundary of the City of Nottingham. Nottinghamshire County Council are tendering this service on behalf of Inspire. Scope of Services To deliver and transport stock and materials between public libraries in the County of Nottinghamshire, and other Inspire sites, primarily consisting of books but also mail, printed paper material, items of equipment and occasionally furniture. Also, to provide a sorting service for standard library book stock at Inspire HQ upon return. The service also includes key holding for the library buildings to enable collection and delivery outside of library opening hours. This service is a re-commissioning of a contract that was previously delivered by staff that were employed by Inspire and transferred to the incumbent provider under TUPE regulations. The duration will be 3 years, 3 months with an option to extend for a further two 12 months. commencing 1st January 2022.

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

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

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

Value excluding VAT: £580,000

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

Duration in months

39

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: Yes

Description of options

The duration will be 3 years, 3 months with an option to extend for a further two 12 months.

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

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

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## **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

2 August 2021

Local time

10:00am

#### **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: 3 (from the date stated for receipt of tender)

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

Date

2 August 2021

Local time

10:00am

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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

Country

United Kingdom