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Tender

Provision of CD/DVD duplication and fulfilment services

UK Hydrographic Office

F02: Contract notice

Notice identifier: 2022/S 000-016987

Procurement identifier (OCID): ocids-h6vhtk-034900

Published 21 June 2022, 7:05pm

Section I: Contracting authority

I.1) Name and addresses

UK Hydrographic Office

Admiralty Way

Taunton

TA1 2DN

Contact

Stuart Speer

Email

stuart.speer@ukho.gov.uk

Telephone

+44 1823484444

Country

United Kingdom

NUTS code

UKK23 - Somerset

Internet address(es)

Main address

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

Buyer's address

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

I.3) Communication

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

<https://ukho.delta-esourcing.com/delta/viewNotice.html?noticeId=699417824>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://ukho.delta-esourcing.com/delta/viewNotice.html?noticeId=699417824>

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

Defence

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Provision of CD/DVD duplication and fulfilment services

II.1.2) Main CPV code

- 30234300 - Compact disks (CDs)

II.1.3) Type of contract

Supplies

II.1.4) Short description

This requirement is a one year Contract with a further option year for the provision of CD/DVD duplication services and fulfilment services. This is a reducing requirement over the contract period, where the UKHO is removing single use plastics from the market within this period.

II.1.5) Estimated total value

Value excluding VAT: £1,900,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKK23 - Somerset

Main site or place of performance

Somerset

II.2.4) Description of the procurement

This requirement is a one year Contract with a further option year for the provision of CD/DVD duplication services and fulfilment services. This is a reducing requirement over the contract period, where the UKHO is removing single use plastics from the market within this period.

II.2.5) Award criteria

Quality criterion - Name: Specification compliance / Weighting: 50

Quality criterion - Name: Samples of CD/DVD trial / Weighting: 10

Quality criterion - Name: Social value / Weighting: 10

Cost criterion - Name: Price - Production - Sales Orders, Fulfilment and Scrappage / Weighting: 20

Cost criterion - Name: Price - Express Deliveries - Shopping Basket / Weighting: 10

II.2.6) Estimated value

Value excluding VAT: £1,900,000

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

Duration in months

12

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: Yes

II.2.11) Information about options

Options: Yes

Description of options

The Contract can be extended by one further option period of up to 12 months beyond the current expiry date

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

List and brief description of conditions

See details in the ITT documents

III.1.2) Economic and financial standing

List and brief description of selection criteria

Tenderers shall be jointly and severally liable

III.1.3) Technical and professional ability

List and brief description of selection criteria

See details in the ITT documents

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

See details in the ITT documents

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 a single operator

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

22 July 2022

Local time

11:00am

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

22 July 2022

Local time

11:00am

Place

Taunton

Information about authorised persons and opening procedure

The tenders will be sealed and can only be opened by appointed UKHO Procurement staff on the date and time stated, and not before

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

The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

For more information about this opportunity, please visit the Delta eSourcing portal at:

<https://ukho.delta-esourcing.com/tenders/UK-UK-Taunton:-Compact-disks-%28CDs%29./7F53VP2RKJ>

To respond to this opportunity, please click here:

<https://ukho.delta-esourcing.com/respond/7F53VP2RKJ>

GO Reference: GO-2022621-PRO-20443711

VI.4) Procedures for review

VI.4.1) Review body

United Kingdom Hydrographic Office

Admiralty Way

Taunton

TA1 2DN

Email

stuart.speer@ukho.gov.uk

Telephone

+44 1823483865

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

United Kingdom Hydrographic Office

Admiralty Way

Taunton

TA1 2DN

Email

stuart.speer@ukho.gov.uk

Telephone

+44 1823483865

Country

United Kingdom

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

United Kingdom Hydrographic Office

Admiralty Way

Taunton

TA1 2DN

Email

stuart.speer@ukho.gov.uk

Telephone

+44 1823483865

Country

United Kingdom