This is a published notice on the Find a Tender service: <a href="https://www.find-tender.service.gov.uk/Notice/018595-2024">https://www.find-tender.service.gov.uk/Notice/018595-2024</a>

Contract

# **WCC Outgoing Postage Service**

Warwickshire County Council

F03: Contract award notice

Notice identifier: 2024/S 000-018595

Procurement identifier (OCID): ocds-h6vhtk-043d04

Published 17 June 2024, 12:10pm

# **Section I: Contracting authority**

# I.1) Name and addresses

Warwickshire County Council

Shire Hall, Market Square

**WARWICK** 

CV344RL

#### **Email**

procurement@warwickshire.gov.uk

## Country

**United Kingdom** 

## Region code

UKG13 - Warwickshire

Justification for not providing organisation identifier

Not on any register

### Internet address(es)

Main address

www.warwickshire.gov.uk

# 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

WCC Outgoing Postage Service

Reference number

WCC 18151

### II.1.2) Main CPV code

64000000 - Postal and telecommunications services

### II.1.3) Type of contract

Services

## II.1.4) Short description

Warwickshire County Council (the Council) is seeking to re-procure its outgoing mail contract. WCC currently operates a traditional mailroom, where franked mail is collected daily. Moving forward, under a new contract, there is an immediate need to continue sending traditional hard copy mail, along with a move to a hybrid mail solution within the contract term.

WCC is therefore looking for a supplier who will work together with the Council to provide traditional outgoing mail services and to implement a hybrid solution within the timeframe of this contract. This will be subject to all costs, implementation risks and disruption to our current service being managed effectively by both WCC and our new partner for outgoing mail services

#### II.1.6) Information about lots

This contract is divided into lots: No

### II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £762,000

# II.2) Description

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

64000000 - Postal and telecommunications services

#### II.2.3) Place of performance

**NUTS** codes

UKG - West Midlands (England)

### II.2.4) Description of the procurement

Warwickshire County Council (the Council) is seeking to re-procure its outgoing mail contract. WCC currently operates a traditional mailroom, where franked mail is collected daily. Moving forward, under a new contract, there is an immediate need to continue sending traditional hard copy mail, along with a move to a hybrid mail solution within the contract term.

WCC is therefore looking for a supplier who will work together with the Council to provide traditional outgoing mail services and to implement a hybrid solution within the timeframe of this contract. This will be subject to all costs, implementation risks and disruption to our current service being managed effectively by both WCC and our new partner for outgoing mail services

#### II.2.5) Award criteria

Quality criterion - Name: Day to day operation / Weighting: 23.1

Quality criterion - Name: Reports / Weighting: 4.2

Quality criterion - Name: Support Capabilities / Weighting: 4.2

Quality criterion - Name: Hybrid Implementation / Weighting: 14

Quality criterion - Name: Clean and unclean mail through hybrid solution / Weighting: 8.4

Quality criterion - Name: Data Breaches / Weighting: 3.5

Quality criterion - Name: Hybrid Solutions / Weighting: 12.6

Quality criterion - Name: Social Value / Weighting: 10

Price - Weighting: 20

## II.2.11) Information about options

Options: Yes

Description of options

The initial contract term will be for a period of 2 years.

The Council reserves the right to extend the Contract by further periods not exceeding 24 months in total

#### II.2.14) Additional information

Warwickshire County Council will be using its e-tendering system (In-Tend) for the administration of this procurement process and providers must register with the system to be able to express an interest.

The web address is: <a href="https://in-tendhost.co.uk/csw-jets/aspx/Home">https://in-tendhost.co.uk/csw-jets/aspx/Home</a>.

Registration and use of In-Tend is free. Once registered, all correspondence for this procurement process must be via the in-tend correspondence function. However, if you are unable to register with the website please email us at <a href="mailto:procurement@warwickshire.gov.uk">procurement@warwickshire.gov.uk</a>

During the course of the contract period the range and scope of these services may be subject to modification and variation to meet the changing needs and requirements of the Council, potential changes in legislation and the changing demands placed on the Council by its customers.

# 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.2.1) Previous publication concerning this procedure

Notice number: <u>2024/S 000-006197</u>

# Section V. Award of contract

A contract/lot is awarded: Yes

# V.2) Award of contract

### V.2.1) Date of conclusion of the contract

6 June 2024

## V.2.2) Information about tenders

Number of tenders received: 3

Number of tenders received by electronic means: 3

The contract has been awarded to a group of economic operators: No

### V.2.3) Name and address of the contractor

Facilities and Corporate Solutions Limited T/A FCS Laser Mail

Wood Lane, Erdington

Birmingham

B24 9QL	
Country	
United Kingdom	
NUTS code	
UKG - West Midlands (England)	
Companies House	
670 3515 49	
The contractor is an SME	
No	
V.2.4) Information on value of contract/lot (excluding VAT)	
V.2.4) Information on value of contract/lot (excluding VAT)  Total value of the contract/lot: £762,000	
Total value of the contract/lot: £762,000	
Total value of the contract/lot: £762,000  Section VI. Complementary information	
Total value of the contract/lot: £762,000  Section VI. Complementary information  VI.4) Procedures for review	
Total value of the contract/lot: £762,000  Section VI. Complementary information  VI.4) Procedures for review  VI.4.1) Review body	

Country

United Kingdom