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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.

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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: <https://in-tendhost.co.uk/csw-jets.aspx/Home>.

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 procurement@warwickshire.gov.uk

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: [2024/S 000-006197](#)

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)

Total value of the contract/lot: £762,000

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

Royal Court of Justice

The Strand

London

Country

United Kingdom