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Tender

Printing of Wigan Council's Resident's Magazine Borough Life 2022 - 2024 (2025)

Wigan Council

F02: Contract notice

Notice identifier: 2022/S 000-019347

Procurement identifier (OCID): ocids-h6vhtk-03523b

Published 15 July 2022, 8:43am

Section I: Contracting authority

I.1) Name and addresses

Wigan Council

Town Hall, Library Street

Wigan

WN1 1YN

Contact

Mr. Mark O'Brien

Email

Mark.Obrien@wigan.gov.uk

Telephone

+44 1942827065

Country

United Kingdom

NUTS code

UKD3 - Greater Manchester

Internet address(es)

Main address

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

Buyer's address

<http://www.wigan.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=fb38aa8b-9c02-ed11-8116-005056b64545>

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=fb38aa8b-9c02-ed11-8116-005056b64545>

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

Printing of Wigan Council's Resident's Magazine Borough Life 2022 - 2024 (2025)

Reference number

DN622195

II.1.2) Main CPV code

- 79800000 - Printing and related services
 - TA07 - For booklets

II.1.3) Type of contract

Services

II.1.4) Short description

Wigan Council is looking for an experienced provider to print 'Borough Life', Wigan Council's resident's magazine. Flexibility and an ability to work to tight deadlines are essential. Borough Life was the winner of the Best Corporate Publication at the CorpComms Awards in 2016 in the 'Public Sector and Not-for-Profit Organisations' category. Copy, design and photography for the magazine are all done in house. You can familiarise yourself with Wigan Council via www.wigan.gov.uk. You can also download a pdf of Borough Life from the website www.wigan.gov.uk/BoroughLife.

There are three editions of Borough Life per year and these have historically been published in February, July and November. Where possible, Wigan Council will endeavour to provide three months' notice of the publication date required for each edition. The first edition to be printed under this contract will be in November 2022.

The required printing of the magazine per edition under this Specification is as follows: 148,000 copies per edition (to be delivered by the printer to the distributor); and, 9,600 copies packed in boxes of 100 copies per box per edition (bulk deliveries – delivered by the printer to the distributor); and, 1,000 copies delivered to Wigan Town Hall. Additional copies may be required for certain print runs e.g. to coincide with the Wigan 10 Kilometre run up to 5,000 additional copies (3,000 currently needed) or if there is a more general increase to the numbers of copies required.

A Specification for the printing of the magazine is included within the Invitation to Tender document.

It is intended that the contract will run for a period of 2 years with a 1-year extension option to be taken at the discretion of Wigan Council.

The deadline for the receipt of final tender bids is Tuesday 16th August 2022 at 17:00.

II.1.5) Estimated total value

Value excluding VAT: £170,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 22100000 - Printed books, brochures and leaflets
- 22200000 - Newspapers, journals, periodicals and magazines
- 79820000 - Services related to printing
- 79970000 - Publishing services

II.2.3) Place of performance

NUTS codes

- UKD3 - Greater Manchester

II.2.4) Description of the procurement

Wigan Council is looking for an experienced provider to print 'Borough Life', Wigan Council's resident's magazine. Flexibility and an ability to work to tight deadlines are essential. Borough Life was the winner of the Best Corporate Publication at the CorpComms Awards in 2016 in the 'Public Sector and Not-for-Profit Organisations' category. Copy, design and photography for the magazine are all done in house. You can familiarise yourself with Wigan Council via www.wigan.gov.uk. You can also download a pdf of Borough Life from the website www.wigan.gov.uk/BoroughLife.

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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.2.6) Estimated value

Value excluding VAT: £170,000

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

Duration in months

36

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

Date

16 August 2022

Local time

5:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

17 August 2022

Local time

10:00am

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

Royal Courts of Justice

Strand, Holborn

London

WC2A 2LL

Country

United Kingdom