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Tender

## **ID 4842518 - PSNI - Production and Delivery of Printed Items**

PSNI - Police Service of Northern Ireland

F02: Contract notice

Notice identifier: 2023/S 000-019504

Procurement identifier (OCID): ocids-h6vhtk-03dfec

Published 7 July 2023, 3:50pm

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

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

PSNI - Police Service of Northern Ireland

c/o CPD, 303 Airport Road West

BELFAST

BT3 9ED

#### **Email**

[justice.cpd@finance-ni.gov.uk](mailto:justice.cpd@finance-ni.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

#### **Internet address(es)**

Main address

<https://etendersni.gov.uk/epps>

### **I.3) Communication**

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

<https://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etendersni.gov.uk/epps>

Tenders or requests to participate must be submitted to the above-mentioned address

### **I.4) Type of the contracting authority**

Body governed by public law

### **I.5) Main activity**

Public order and safety

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

ID 4842518 - PSNI - Production and Delivery of Printed Items

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

- 22000000 - Printed matter and related products

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

Supplies

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

The Police Service of Northern Ireland (PSNI) Creative Hub within the Strategic Communications and Department require a commercial printer, to produce and deliver printed items including forms and a range of other printed material for delivery to, and usage throughout, the PSNI Estate. The commercial printer will offer an end-to-end service from initial client brief through to the delivery of the final products. \*\*\*Supplier Open Day \*\*\* A supplier open day will be facilitated to provide potential tenderers with the opportunity to familiarise themselves with to view samples of forms and booklets that the customer will make available and for any questions relating to the procurement. It is anticipated this will be on Friday 28 July 2023, the location and time will be confirmed following confirmation of attendance. Attendees will be limited to two individuals per company. Details of attendees must be submitted in advance as a message via eTendersNI, the message must contain the names of the company representatives. This information must be submitted through the secure messaging function within eTendersNI by 12 noon on Wednesday 26 July 2023. It is strongly recommended that tenderers avail of this open day. Tenderers will not be permitted to take any sample materials for future reference, and therefore attendance is the only opportunity for serious and genuine tenderers to examine indicative examples of PSNI's requirements prior to submitting their proposals. (Since space at Print and Design Unit is limited, if large numbers of potential tenderers wish to view the samples, PSNI may consider arranging an additional day or days. However, since levels of interest are not known at this stage, potential tenderers should note this only as a possibility, and aim to attend at the date and time indicated.) Please note that attendance is not a mandatory requirement; tenderers may still submit proposals without viewing the PSNI samples, and those who do attend are under no obligation to submit a proposal.

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

Value excluding VAT: £1,413,000

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

This contract is divided into lots: No

### **II.2) Description**

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

- 79823000 - Printing and delivery services

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

NUTS codes

- UKN - Northern Ireland

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

The Police Service of Northern Ireland (PSNI) Creative Hub within the Strategic Communications and Department require a commercial printer, to produce and deliver printed items including forms and a range of other printed material for delivery to, and usage throughout, the PSNI Estate. The commercial printer will offer an end-to-end service from initial client brief through to the delivery of the final products. \*\*\*Supplier Open Day \*\*\* A supplier open day will be facilitated to provide potential tenderers with the opportunity to familiarise themselves with to view samples of forms and booklets that the customer will make available and for any questions relating to the procurement. It is anticipated this will be on Friday 28 July 2023, the location and time will be confirmed following confirmation of attendance. Attendees will be limited to two individuals per company. Details of attendees must be submitted in advance as a message via eTendersNI, the message must contain the names of the company representatives. This information must be submitted through the secure messaging function within eTendersNI by 12 noon on Wednesday 26 July 2023. It is strongly recommended that tenderers avail of this open day. Tenderers will not be permitted to take any sample materials for future reference, and therefore attendance is the only opportunity for serious and genuine tenderers to examine indicative examples of PSNI's requirements prior to submitting their proposals. (Since space at Print and Design Unit is limited, if large numbers of potential tenderers wish to view the samples, PSNI may consider arranging an additional day or days. However, since levels of interest are not known at this stage, potential tenderers should note this only as a possibility, and aim to attend at the date and time indicated.) Please note that attendance is not a mandatory requirement; tenderers may still submit proposals without viewing the PSNI samples, and those who do attend are under no obligation to submit a proposal.

#### **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: £1,413,000

#### **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: Yes

Description of options

Following the initial contract period there is one optional two year extension period.

#### **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: Yes

### **IV.2) Administrative information**

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

15 August 2023

Local time

3:00pm

#### **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**

Tender must be valid until: 13 November 2023

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

Date

15 August 2023

Local time

3:30pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.3) Additional information**

Contract monitoring: the successful contractor's performance on the contract will be regularly monitored. Contractors not delivering on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach satisfactory levels of contract performance, the matter will be escalated to senior management in Construction and Procurement Delivery (CPD) for further action. If this occurs and their performance still does not improve to satisfactory levels within the specified period, this may be considered grounds for termination of the contract at your expense as provided for in the Conditions of Contract. In lieu of termination, CPD may issue a Notice of Written Warning or a Notice of Unsatisfactory Performance. A supplier in receipt of multiple Notices of Written Warning or a Notice of unsatisfactory Performance may, in accordance with The Public Contracts Regulations 2015 (as amended), be excluded from future public procurement competitions for a period of . up to three years.

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

The UK does not have any such bodies with responsibility for appeal/mediation procedures. Instead; any challenges are dealt with by the High Court, Commercial Division, to which proceedings may be issued regarding alleged breaches of the PCR 2015 as amended.

Belfast

Country

United Kingdom