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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

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

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

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

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