

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/020527-2023>

Tender

Elections Stationery and Canvassing

High Peak Borough Council
Staffordshire Moorlands District Council

F02: Contract notice

Notice identifier: 2023/S 000-020527

Procurement identifier (OCID): ocds-h6vhtk-03e2a6

Published 17 July 2023, 4:09pm

Section I: Contracting authority

I.1) Name and addresses

High Peak Borough Council

Town Hall

BUXTON

SK176EL

Email

procurement@highpeak.gov.uk

Telephone

+44 3451297777

Country

United Kingdom

Region code

UKF1 - Derbyshire and Nottinghamshire

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

www.highpeak.gov.uk

I.1) Name and addresses

Staffordshire Moorlands District Council

Moorlands House Stockwell Street

Leek

ST13 6HQ

Email

procurement@staffsmoorlands.gov.uk

Country

United Kingdom

Region code

UKG2 - Shropshire and Staffordshire

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

www.staffsmoorlands.gov.uk

I.2) Information about joint procurement

The contract involves joint procurement

I.3) Communication

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

<https://procontract.due-north.com/Procurer/Advert/View?advertId=1f7cb53b-b124-ee11-8123-005056b64545&fromAdvertEvent=True>

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/Procurer/Advert/View?advertId=1f7cb53b-b124-ee11-8123-005056b64545&fromAdvertEvent=True>

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

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

Elections Stationery and Canvassing

Reference number

PROC-4737

II.1.2) Main CPV code

- 79570000 - Mailing-list compilation and mailing services

II.1.3) Type of contract

Services

II.1.4) Short description

High Peak Borough Council and Staffordshire Moorlands District wish to invite tenders from suitably experienced suppliers in providing services for Elections related stationery and canvass materials including IER, HEF, ITR.

II.1.5) Estimated total value

Value excluding VAT: £800,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security

II.2.3) Place of performance

NUTS codes

- UKF - East Midlands (England)
- UKG - West Midlands (England)

Main site or place of performance

High Peak and Staffordshire Moorlands regions

II.2.4) Description of the procurement

Elections Services and software

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: £800,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

Recurrent procurement at expiry

Contract term, initial term on 24 months with option to further extend by 3, 12 month periods

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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

23 August 2023

Local time

12:00pm

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

Duration in months: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

24 August 2023

Local time

2:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 6 months prior to expiry

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

High Peak Borough Council

Town Hall

Buxton

SK17 6EL

Email

procurement@highpeak.gov.uk

Country

United Kingdom