

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/020679-2024>

Tender

## **Print and Mail Services for SRP**

Ipswich Borough Council

F02: Contract notice

Notice identifier: 2024/S 000-020679

Procurement identifier (OCID): ocds-h6vhtk-047b4a

Published 5 July 2024, 4:37pm

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

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

Ipswich Borough Council

Grafton House, 15-17 Russell Road

IPSWICH

IP1 2DE

#### **Email**

[louise.field@ipswich.gov.uk](mailto:louise.field@ipswich.gov.uk)

#### **Telephone**

+44 1473433903

#### **Country**

United Kingdom

#### **NUTS code**

UKH14 - Suffolk

**Internet address(es)**

Main address

[www.suffolksourcing.uk](http://www.suffolksourcing.uk)

**I.3) Communication**

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

[www.suffolksourcing.uk](http://www.suffolksourcing.uk)

Additional information can be obtained from the above-mentioned address

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**

Print and Mail Services for SRP

Reference number

IBC/17874

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

- 79810000 - Printing services

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

Services

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

Ipswich Borough Council are currently out to tender for the provision of print and mail services for SRP. This opportunity is available in the `Current Tenders` area of portal. Interested parties are invited to express their interest to gain full access to the tender documentation. The deadline date for submissions of the tender is 22 July 2024, 10am. Please note late returns will NOT be permitted. The deadline for clarification questions is 16 July 2024, 4pm, which must be generated via the correspondence option on the website

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

Value excluding VAT: £1,500,000

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

This contract is divided into lots: No

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

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

- 79800000 - Printing and related services
- 79810000 - Printing services

- 79820000 - Services related to printing
- 79824000 - Printing and distribution services
- 79811000 - Digital printing services
- 79823000 - Printing and delivery services

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

NUTS codes

- UKH1 - East Anglia

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

Print and mail services for SRP

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

60

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 III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

The deadline date for submissions of the tender is 22 July 2024, 10am. Please note late returns will NOT be permitted. The deadline for clarification questions is 16 July 2024, 4pm, which must be generated via the correspondence option on the website.

---

## **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

22 July 2024

Local time

10:00am

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

English

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

Date

22 July 2024

Local time

10:00am

Place

As per tender documentation.

---

## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

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

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

Minister for the Cabinet Office acting through Crown Commercial Services

9th Floor, The Capital Building, Old Hall Street

Liverpool

L3 9PP

Email

[cps@crowncommercial.gov.uk](mailto:cps@crowncommercial.gov.uk)

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

<https://www.gov.uk/ccs>