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Tender

1060 - Food Waste Recycling Delivery

Essex County Council

F02: Contract notice

Notice identifier: 2024/S 000-020752

Procurement identifier (OCID): ocds-h6vhtk-0459dd

Published 8 July 2024, 12:00pm

Section I: Contracting authority

I.1) Name and addresses

Essex County Council

County Hall, Market Road

Chelmsford

CM1 1QH

Contact

Ms Katharine Murdock

Email

Katharine.Murdock@essex.gov.uk

Country

United Kingdom

Region code

UKH - East of England

Internet address(es)

Main address

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

Buyer's address

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

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://procontract.due-north.com/>

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/>

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

1060 - Food Waste Recycling Delivery

Reference number

DN730877

II.1.2) Main CPV code

- 64100000 - Post and courier services

II.1.3) Type of contract

Services

II.1.4) Short description

Essex County Council (ECC) is seeking to procure Services for the Delivery of Promotional Materials for a Food Waste Recycling Initiative. The contract duration total is expected to be a total of six (6) months including preparation, planning, delivery and reporting.

II.1.5) Estimated total value

Value excluding VAT: £65,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 64112000 - Postal services related to letters
- 64113000 - Postal services related to parcels

- 64121000 - Multi-modal courier services

II.2.3) Place of performance

NUTS codes

- UKH - East of England

II.2.4) Description of the procurement

Essex County Council (ECC) is seeking to procure Services for the Delivery of Promotional Materials for a Food Waste Recycling Initiative. The successful contractor will be required to make arrangements for the receipt and temporary storage of promotional materials. The contractor will be required to deliver a flyer to target households within the Waste Collection Authority (WCA) areas covered by Colchester City Council, Brentwood Borough Council and Castlepoint Borough Council in Autumn 2024. The contractor will be required to repeat delivery approximately three (3) weeks afterwards to the same households with a further leaflet and roll of compostable food waste caddy liners. The contractor will be required to regularly report on progress of deliveries and arrange delivery of unused stock at the end of the initiative back to ECC. The contract duration total is expected to be a total of six (6) months including preparation, planning, delivery and reporting.

Further guidance relating to registering for the ProContract e-sourcing portal and completing certain aspects of this tender can be found here:

<https://essexcc.pagetiger.com/bbwlqcm>. All other documents are available to access via the ProContract document library.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 30

Price - Weighting: 70

II.2.6) Estimated value

Value excluding VAT: £65,000

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

Duration in months

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.2.1) Previous publication concerning this procedure

Notice number: [2024/S 000-015474](#)

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

Date

26 July 2024

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

8 July 2024

Local time

12:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Further guidance relating to registering for the ProContract e-sourcing portal and completing certain aspects of this tender can be found here:

<https://essexcc.pagetiger.com/bbwlqcm>.

All other documents are available to access via the ProContract document library.

VI.4) Procedures for review

VI.4.1) Review body

High Court, Royal Courts of Justice

The Strand

London

WC2A 2LL

Country

United Kingdom