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Tender

## **Office Supplies**

N H S Supply Chain

F02: Contract notice

Notice identifier: 2021/S 000-020879

Procurement identifier (OCID): ocds-h6vhtk-02d8fe

Published 24 August 2021, 4:32pm

The closing date and time has been changed to:

**30 September 2021, 3:00pm**

See the [change notice](#).

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

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

N H S Supply Chain

Foxbridge Way, Normanton Industrial Estate

NORMANTON

WF61TL

#### **Email**

[office.solutions@supplychain.nhs.uk](mailto:office.solutions@supplychain.nhs.uk)

#### **Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://nhssupplychain.app.jaggaer.com/web/login.html>

**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://nhssupplychain.app.jaggaer.com/web/login.html>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://nhssupplychain.app.jaggaer.com/web/login.html>

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

Other type

NHS

**I.5) Main activity**

Health

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**Section II: Object**

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

**II.1.1) Title**

Office Supplies

**II.1.2) Main CPV code**

- 30192000 - Office supplies

**II.1.3) Type of contract**

Supplies

**II.1.4) Short description**

NHS Supply Chain is seeking to establish a Framework Contract with multiple Suppliers for the provision of Office Stationery Supplies to meet the needs of the NHS which will consist of eight (8) lots.

Lot 1 - Paper and Card

Lot 2 - General Stationary

Lot 3 - Electronic Office Supplies Original Equipment Manufacturers (EOS OEM)

Lot 4 - Electronic Office Supplies Remanufactured and Compatible Cartridges

Lot 5 - Envelopes

Lot 6 - Labels

Lot 7 - Technology

Lot 8 - Clinical Waste Bags

**II.1.5) Estimated total value**

Value excluding VAT: £84,000,000

**II.1.6) Information about lots**

This contract is divided into lots: Yes

Tenders may be submitted for all lots

**II.2) Description**

**II.2.1) Title**

Lot 1 - Paper and Card

Lot No

1

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

- 30192000 - Office supplies

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

NUTS codes

- UK - United Kingdom

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

This lot will be enabled for Buyers via Stocked, Blue Diamond, eDirect and Direct Award processes and will be capped at five (6) Suppliers.

This Lot is for paper and card. Products within this Lot include, but shall not be limited to;

A4 White Copier Paper;

A3 White Copier Paper;

A3 Paper;

Coloured Paper;

Recycled Paper;

A2 Card; and

A3 Card.

### **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: £24,000,000

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

Duration in months

48

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) Description**

### **II.2.1) Title**

Lot 2 - General Stationery

Lot No

2

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

- 30192700 - Stationery

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

NUTS codes

- UK - United Kingdom

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

This lot will be enabled for Buyers via Stocked, Blue Diamond, eDirect and Direct Award processes and will be capped at five (5) Suppliers.

Lot 2 includes but is not limited to:

- Desktop Stationery;

- Office Equipment;
- Security equipment, including badges;
- Filing and Storage equipment;
- Presentation and Display equipment;
- White Goods; and
- Mailroom Accessories.

#### **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: £34,000,000

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

Duration in months

48

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) Description**

#### **II.2.1) Title**

Lot 3 - Electronic Office Supplies Original Equipment Manufacturers (EOS OEM)

Lot No

3

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

- 30190000 - Various office equipment and supplies

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

NUTS codes

- UK - United Kingdom

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

This lot will be enabled for Buyers via Stocked, Blue Diamond, eDirect and Direct Award processes and will be capped at five (5) Suppliers.

This Lot is OEM Branded consumables for use in compatible printers.

Products within this Lot include, but shall not be limited to:

OEM Laser Toners;

OEM Ink Toners; and

Automatic toner replenishment software (software that triggers an order for replacement cartridges as a minimum.

### **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: £6,400,000

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

Duration in months

48

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) Description**

### **II.2.1) Title**

2.1.59 Lot 4 - Electronic Office Supplies Remanufactured and Compatible Cartridges

Lot No

4

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

- 30125100 - Toner cartridges
- 30192113 - Ink cartridges

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

NUTS codes

- UK - United Kingdom

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

This Lot is for remanufactured/compatible consumables for use in compatible printers. Products within this Lot include, but shall not be limited to;

Laser Toners;

Ink Toners; and

Print management 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: £4,400,000

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

Duration in months

48

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) Description**

### **II.2.1) Title**

Lot 5 - Envelopes

Lot No

5

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

- 30199230 - Envelopes

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

NUTS codes

- UK - United Kingdom

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

This lot will be enabled for Buyers via Stocked, Blue Diamond, eDirect and Direct Award

processes and will be capped at five (5) Suppliers.

Lot 6 for Envelopes. Products within this Lot include, but shall not be limited to;

Envelope Wallets;

Pockets;

Window Wallets;

Window Pockets;

Internal Envelopes;

Gusset Envelopes;

Board-Backed Envelopes;

Polythene Mailers;

Padded Bubble Bags; and

Wage Envelopes.

#### **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: £6,400,000

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

Duration in months

48

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) Description**

### **II.2.1) Title**

Lot 6 -Labels

Lot No

6

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

- 30199760 - Labels

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

NUTS codes

- UK - United Kingdom

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

This lot will be enabled for Buyers via Stocked, Blue Diamond, eDirect and Direct Award processes and will have no cap on number of awarded suppliers.

Lot 6 includes but is not limited to :

- Self-adhesive labels;
- Thermal Labels;
- Inkjet labels;
- Index Labels;
- Pathology labels;
- Medical Labels;

- Specialist Labels;
- Laser Labels; and
- Label Printers.

### **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: £4,000,000

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

Duration in months

48

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) Description**

### **II.2.1) Title**

Lot 7 - Technology

Lot No

7

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

- 30000000 - Office and computing machinery, equipment and supplies except furniture and software packages

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

NUTS codes

- UK - United Kingdom

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

This lot will be enabled for Buyers via Stocked, Blue Diamond, eDirect and Direct Award processes and will be uncapped at number of Suppliers.

Lot 7 includes but is not limited to:

- Computers including Laptops and Tablets;
- Docking stations and cables;
- Keyboards and mice;
- Conferencing equipment such as webcams and speakerphones;
- Televisions and monitors;
- Software and Licensing;
- Interactive Signage;
- Projection equipment; and
- Dictation.

The Technology Lot will be divided into the following sub-lots:

- Computers including Laptops and Tablets;
- Computer Consumables;
- Audio Equipment inc Conference Speaker Equipment;
- Printers and Scanners;
- Monitors and Screens;

- Projection equipment;
- Mobile Phones and Accessories; and
- Dictation.

### **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: £4,000,000

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

Duration in months

48

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) Description**

### **II.2.1) Title**

Lot 8 - Clinical Bag Ties

Lot No

8

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

- 30192000 - Office supplies

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

NUTS codes

- UK - United Kingdom

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

This lot will be enabled for Buyers via Stocked, Blue Diamond, eDirect and Direct Award processes and will be uncapped on number of Suppliers.

Lot 8 includes but is not limited to:

- Printed bag ties; and
- Plain bag ties.

### **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

48

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

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 40

#### **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**

Originally published as:

Date

6 September 2021

Local time

3:00pm

Changed to:

Date

30 September 2021

Local time

3:00pm

See the [change notice](#).

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

English

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

Date

7 September 2021

Local time

10:00am

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## **Section VI. Complementary information**

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

This is a recurrent procurement: No

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

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

NHS Supply Chain

England

Country

United Kingdom