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Planning

Supply of Multi-functional Device Printers & Hybrid Mail Services

Vale of Glamorgan Council

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-022393

Procurement identifier (OCID): ocds-h6vhtk-047eb0

Published 19 July 2024, 8:49am

Section I: Contracting authority

I.1) Name and addresses

Vale of Glamorgan Council

Civic Offices, Holton Road

BARRY

CF63 4RU

Email

digital@valeofglamorgan.gov.uk

Telephone

+44 1446700111

Country

United Kingdom

NUTS code

UKL22 - Cardiff and Vale of Glamorgan

Internet address(es)

Main address

<http://www.valeofglamorgan.gov.uk>

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0275

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

Additional information can be obtained from 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

Supply of Multi-functional Device Printers & Hybrid Mail Services

II.1.2) Main CPV code

- 30123000 - Office and business machines

II.1.3) Type of contract

Supplies

II.1.4) Short description

This contract is for the maintenance, servicing and supply/leasing of multi-functional device printers and provision of hybrid mail services to the Council

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 30100000 - Office machinery, equipment and supplies except computers, printers and furniture
- 48824000 - Printer servers
- 30133000 - Mailing equipment
- 30000000 - Office and computing machinery, equipment and supplies except furniture and software packages
- 48219700 - Communications server software package
- 48223000 - Electronic mail software package

II.2.3) Place of performance

NUTS codes

- UKL22 - Cardiff and Vale of Glamorgan

II.2.4) Description of the procurement

The Vale of Glamorgan Council is seeking expressions of interest from qualified suppliers for the provision of Multifunction Devices (MFDs) and a Hybrid Mail Solution. This notice serves as a Prior Information Notice (PIN) to inform potential suppliers of the forthcoming procurement opportunity and to invite preliminary market consultations.

The Council requires a comprehensive solution that includes:

Supply, Installation, and Maintenance of Multifunction Devices (MFDs):

Devices capable of printing, copying, scanning to cloud.

Integration with the Council's existing IT infrastructure.

Secure printing and document management features.

Energy-efficient models with minimal environmental impact.

Effective reporting technology to help identify cost effective printing and digital communication.

Scalable solution based on future requirements to adjust physical office locations.

Hybrid Mail Solution:

Software and services for processing and sending mail electronically and physically.

Secure and compliant with data protection regulations.

Cost-effective and efficient for both low and high-volume mail.

Integration with existing Council systems including Capita Academy and Oracle Fusion

The procurement seeks to assist with the following key objectives:

Improve operational efficiency

Reduce costs associated with document handling and mailing.

Enhance security and compliance with data protection standards.

Support sustainability goals through energy-efficient and environmentally friendly solutions.

The Council is conducting a preliminary market consultation to gather information on the available solutions and to understand the capabilities of potential suppliers. Interested parties are invited to participate in this consultation by providing detailed information on their products and services.

Suppliers who wish to express their interest and participate in the market consultation should provide the following information:

Company name and contact details.

Overview of relevant products and services.

Experience and references from similar projects.

Indicative pricing models.

Any additional information that demonstrates the supplier's capability to meet the Council's requirements.

II.3) Estimated date of publication of contract notice

1 August 2024

Section IV. Procedure

IV.1) Description

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

Section VI. Complementary information

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=143165.

(WA Ref:143165)