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Tender

Sussex Print

The Police and Crime Commissioner for Sussex

F02: Contract notice

Notice identifier: 2024/S 000-023817

Procurement identifier (OCID): ocds-h6vhtk-048606

Published 30 July 2024, 4:13pm

Section I: Contracting authority

I.1) Name and addresses

The Police and Crime Commissioner for Sussex

Sackville House Brooks Close

Lewes

BN7 2FZ

Email

paige.ward@sussex.police.uk

Telephone

+44 01273470101

Country

United Kingdom

NUTS code

UKJ2 - Surrey, East and West Sussex

Internet address(es)

Main address

<https://www.sussex-pcc.gov.uk/>

I.3) Communication

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

<https://sell2.in-tend.co.uk/blpd/home>

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

Body governed by public law

I.5) Main activity

Public order and safety

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Sussex Print

Reference number

JPS1698

II.1.2) Main CPV code

- 79810000 - Printing services

II.1.3) Type of contract

Services

II.1.4) Short description

Identify potential providers for the provision of Printing Services (the 'Services') as detailed in the 'Service and Performance Requirements'. The intention is to award the contract to a single supplier for the provision of the services who must be located within 35 miles of the Sussex Police Headquarters. Whilst it is accepted that during exceptional high demand or complex projects there may be a need to outsource a portion of the work under this contract, it is an expectation that the Successful Supplier conducts the majority of work inhouse and is considered a printer, rather than a print management company. Any need to outsource work will need to be discussed with the Authority. Initial Term Contract will be for 2 years starting on the 6th October 2024, with an initial expiry date of 05th October 2026. There is an additional provision under this contract to extend for up to a further 24 months in 12 month increments or the full 24 months. The option to extend will rest with the

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 79810000 - Printing services

II.2.3) Place of performance

NUTS codes

- UKJ2 - Surrey, East and West Sussex

Main site or place of performance

Due to the urgent and fast turnaround times required for certain items by the Authority, it is important the successful suppliers are located within 35miles of Sussex Police Headquarters BN7 2DZ

II.2.4) Description of the procurement

This is an open tender to identify potential providers for the provision of Printing Services (the 'Services') as detailed in the 'Service and Performance Requirements'. The intention is to award the contract to a single supplier for the provision of the services who must be located within 35 miles of the Sussex Police Headquarters. Whilst it is accepted that during

exceptional high demand or complex projects there may be a need to outsource a portion of the work under this contract, it is an expectation that the Successful Supplier conducts the majority of work inhouse and is considered a printer, rather than a print management company. Any need to outsource work will need to be discussed with the Authority. The period of contract shall be for an initial term of 2 years with the option to extend for up to a further 24 months. The option to extend will rest with the Authority.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 70%

Cost criterion - Name: Pricing / Weighting: 30%

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

Contract will be an initial 2 year contract, with an option to renew/extend by a further 24 months in either increments of 12 months or the full 24 months. The decision to extend the contract will rest with the Authority.

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

Tenderers must be located within 35 miles of Sussex Police HQ, Church Lane, Lewes, BN7 2DZ. The Authority requires the Supplier to either hold Cyber Essentials or have a minimum of core membership (free of charge) with the South East Cyber Resilience Centre (SECRC). Membership can be secured by registering at the following link. Membership | The Cyber Resilience Centre for the South East (secrc.co.uk) The Authority will require evidence of this prior to final Contract Award. The Authority recommends all businesses register for this free support with regards to cyber crime. Suppliers who are unable to comply with this requirement will be rejected from this Invitation to Tender. The Authority requires that data hosting/servers to be within the EEA or UK. Suppliers who are unable to comply with this requirement will be rejected from this Invitation to Tender.

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Please see 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: No

IV.2) Administrative information

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

Date

30 August 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

30 August 2024

Local time

12:00pm

Place

Electronic Opening

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

High Court of Justice

Strand

London

WC2A 2LL

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Please see terms and conditions included in Procurement Documents.