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Contract

Office Supplies for Authority Locations on the Isle of Wight

Isle of Wight Council

F03: Contract award notice

Notice identifier: 2023/S 000-024357

Procurement identifier (OCID): ocds-h6vhtk-03b532

Published 18 August 2023, 2:14pm

Section I: Contracting authority

I.1) Name and addresses

Isle of Wight Council

County Hall, High Street

Newport

PO30 1UD

Contact

Mrs Vanessa Squibb

Email

vanessa.squibb@iow.gov.uk

Telephone

+44 1983821000

Country

United Kingdom

Region code

UKJ34 - Isle of Wight

Internet address(es)

Main address

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

Buyer's address

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

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

Office Supplies for Authority Locations on the Isle of Wight

Reference number

DN641499

II.1.2) Main CPV code

- 30192000 - Office supplies

II.1.3) Type of contract

Supplies

II.1.4) Short description

The Isle of Wight Council (“the Authority”) invited Tenders from suitably qualified suppliers (“Potential Suppliers”) for the provision of Office Supplies for Authority Locations on the Isle of Wight.

This procurement followed the OPEN PROCEDURE under the Public Contract Regulations 2015.

The Authority requires the provision of office supplies to 20 Location points across the Isle of Wight (note – this number may increase/decrease over the term of the contract). To be ordered online using an agreed Core List of items, as well as other available products (non-core). The Location list is shown in Specification Document Annex 1 and the Core List is shown in Specification Document Annex 2.

The Authority is seeking one supplier for the provision of the office supplies contract.

In line with the Authority’s Climate and Environment Strategy (2021-2040), it is aiming to:

- Reduce single-use items across all Authority activities by at least 80% by 2030;
- Reduce carbon footprint from office waste by 85% in order to help the Authority reach net carbon zero by 2030.

The Authority expects the supplier to support these aims in the provision of office supplies contract.

The term of the contract shall be 13 July 2023 until 12 July 2026 with the option to extend for up to a further 12 months at the sole discretion of the Authority.

Please note that this is a non-exclusive contract and no guarantees of value or volume of spend.

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £133,450

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKJ34 - Isle of Wight

II.2.4) Description of the procurement

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II.2.5) Award criteria

Quality criterion - Name: Quality Methodology - Supply (demonstration of quality control throughout the supply chain, and ongoing management proposal of our contract) /
Weighting: 19

Quality criterion - Name: Quality Methodology – Delivery of Goods / Weighting: 19

Quality criterion - Name: Social Value / Weighting: 10

Quality criterion - Name: Climate, Environment and UNESCO Biosphere Impact / Weighting: 7

Price - Weighting: 45

II.2.11) Information about options

Options: Yes

Description of options

There is the option to extend for up to a further 12 months at the sole discretion of the Authority.

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2.14) Additional information

Any values given are estimated over the whole contract term including the possible extension periods. There is no value or volume of work guaranteed.

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: [2023/S 000-008375](#)

Section V. Award of contract

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

11 July 2023

V.2.2) Information about tenders

Number of tenders received: 4

Number of tenders received from SMEs: 3

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 4

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

OT Group Limited t/a Office Depot

Unit 1, Alexandria Drive, Ashton-Under-Lyne,

Tameside

OL7 0QN

Country

United Kingdom

NUTS code

- UKJ34 - Isle of Wight

Internet address

www.iow.gov.uk

The contractor is an SME

No

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £133,450

Section VI. Complementary information

VI.3) Additional information

Any values given are estimated over the whole contract term including the possible extension periods. There is no value or volume of work guaranteed.

VI.4) Procedures for review

VI.4.1) Review body

The High Court

London

WC2A 2LL

Country

United Kingdom