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Tender

## **Provision of a Design and Print Services**

Southend-on-Sea City Council

F02: Contract notice

Notice identifier: 2022/S 000-024406

Procurement identifier (OCID): ocds-h6vhtk-0364b3

Published 1 September 2022, 11:18am

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

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

Southend-on-Sea City Council

Civic Centre, Victoria Avenue

Southend on Sea

SS2 6ER

#### **Contact**

Miss Sharon Cohen

#### **Email**

[sharoncohen@southend.gov.uk](mailto:sharoncohen@southend.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UKH31 - Southend-on-Sea

**Internet address(es)**

Main address

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

Buyer's address

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

**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

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**Section II: Object**

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

**II.1.1) Title**

Provision of a Design and Print Services

Reference number

DN629865

### **II.1.2) Main CPV code**

- 79800000 - Printing and related services

### **II.1.3) Type of contract**

Services

### **II.1.4) Short description**

Southend-on-Sea City Council is seeking an experienced and competent single Supplier for the Provision of Design and Print Services for a period of 3 years with an option to extend for two further periods of 12 months.

### **II.1.5) Estimated total value**

Value excluding VAT: £625,000

### **II.1.6) Information about lots**

This contract is divided into lots: No

## **II.2) Description**

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

- 79820000 - Services related to printing

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

NUTS codes

- UKH31 - Southend-on-Sea

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

Southend-on-Sea City Council is seeking an experienced and competent single Supplier for the Provision of Design and Print Services for a period of 3 years with an option to extend for two further periods of 12 months.

The Council intends to control all design and print jobs through a single Service Provider in order to:

Achieve adherence to the Council's branding guidelines

Achieve a consistent and professional quality of output

Reduce the costs of printing to the Council.

#### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 60

Cost criterion - Name: Cost / Weighting: 40

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

Start date

1 June 2023

End date

31 May 2026

This contract is subject to renewal

Yes

Description of renewals

Option to extend for a further two periods of 12 months up to 31/05/2028.

#### **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

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## **Section IV. Procedure**

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

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

Restricted 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

3 October 2022

Local time

4:00pm

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

English

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

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

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

High Court Royal Courts of Justice

Strand

London

WC2A 2LL

Telephone

+44 42079476000

Country

United Kingdom