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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

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

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

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

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