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Tender

## **DBC (AL) Printing of Annual Canvass and Election Requirements**

Dacorum Borough Council

F02: Contract notice

Notice identifier: 2021/S 000-024863

Procurement identifier (OCID): ocds-h6vhtk-02e88c

Published 6 October 2021, 10:01am

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

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

Dacorum Borough Council

The Forum, Marlowes

Hemel Hempstead, Hertfordshire

HP1 1DN

#### **Contact**

Commissioning, Procurement and Compliance

#### **Email**

[andrew.linden@dacorum.gov.uk](mailto:andrew.linden@dacorum.gov.uk)

#### **Telephone**

+44 1442228263

#### **Country**

United Kingdom

**NUTS code**

UKH23 - Hertfordshire

**Internet address(es)**

Main address

[www.dacorum.gov.uk](http://www.dacorum.gov.uk)

Buyer's address

[www.dacorum.gov.uk/procurement](http://www.dacorum.gov.uk/procurement)

**I.3) Communication**

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

[www.supplyhertfordshire.uk](http://www.supplyhertfordshire.uk)

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**

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**

DBC (AL) Printing of Annual Canvass and Election Requirements

Reference number

CPU00478

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

- 79800000 - Printing and related services

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

Services

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

Dacorum Borough Council (The Council) are responsible for running all elections in Dacorum, except for those properties that fall under South West Herts. The Council are seeking tenders to carry out its planned printing for the annual canvass taking place from August to December 2022. The winning bidder will also be awarded to carry out the printing for future elections up to 2027.

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

Value excluding VAT: £400,000

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

This contract is divided into lots: No

## **II.2) Description**

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

- 79800000 - Printing and related services
- 79810000 - Printing services
- 79824000 - Printing and distribution services
- 79820000 - Services related to printing

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

NUTS codes

- UKH23 - Hertfordshire

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

Dacorum Borough Council (The Council) are responsible for running all elections in Dacorum, except for those properties that fall under South West Herts. The Council are seeking tenders to carry out its planned printing for the annual canvass taking place from August to December 2022. The winning bidder will also be awarded to carry out the printing for future elections up to 2027.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

This contract is for a 3 year period with the option to extend for a further 2 years. 6-12 months prior to the contract end date, the Council will publish the tender for election printing.

#### **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**

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

Date

9 November 2021

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

9 November 2021

Local time

1:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 3 to 5 years depending on whether the Council extend the agreement in line with the contract.

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

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

Dacorum Borough Council

The Forum, Marlowes

Hemel Hempstead

HP1 1DN

Country

United Kingdom