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Not applicable

**725000**

London Borough of Hillingdon

F14: Notice for changes or additional information

Notice identifier: 2021/S 000-025123

Procurement identifier (OCID): ocds-h6vhtk-02e4b8

Published 7 October 2021, 10:45pm

## **Section I: Contracting authority/entity**

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

London Borough of Hillingdon

London

Hillingdon

London

#### **Email**

[sshadow@hillington.gov.uk](mailto:sshadow@hillington.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKI74 - Harrow and Hillingdon

#### **Internet address(es)**

Main address

<https://www.hillingdon.gov.uk>

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## **Section II: Object**

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

#### **II.1.1) Title**

725000

Reference number

2021/S 000-023879

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

- 22100000 - Printed books, brochures and leaflets

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

Supplies

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

The London Borough of Hillingdon is the westernmost borough in Greater London and second largest of London's 32 boroughs, covering an area of 42 square miles (11,571 hectares) and located 14 miles from central London. Heathrow Airport is within Hillingdon's boundary and continues to be the region's biggest employment site. In addition to Heathrow, Hillingdon contains a number of transport links, including major UK motorways (M4, M25, and M40), the national rail network and the London Underground Metropolitan, Piccadilly and Central lines. Hillingdon is also where town and country meet, with 800 acres of woodland, country parks, fields and farms, several rivers and the Grand Union Canal. The borough maintains more than 200 green spaces, totalling around 1,800 acres (730 hectares). Popular attractions include the historic Manor Farm complex, picturesque villages of Harefield and Harmondsworth, the borough's golf courses and leisure centres, Ruislip Lido, various theatres and arts centers and the Battle of Britain Bunker Exhibition and Visitor Centre. Hillingdon Council's vision is 'putting our residents first.' This ethos is woven into all of the services the council provides. Delivering value for money services, will protect the borough's heritage, built and natural environment and promote civic pride so that people are proud to say they live in Hillingdon. We will continue to keep our residents safe and healthy and will do all we can in the current economic climate to maintain services that our residents tell us are important.

Hillingdon Council is seeking suppliers for the following services :

An external printing supplier to supply the council with a wide range of printed materials. including litho and digital printing.

External supplier to Print Hillingdon's flagship publication, Hillingdon People Resident Magazine.

External supplier to distribute the Hillingdon People Resident Magazine bi-monthly across the borough.

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## **Section VI. Complementary information**

### **VI.6) Original notice reference**

Notice number: [2021/S 000-023879](#)

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## Section VII. Changes

### VII.1) Information to be changed or added

#### VII.1.2) Text to be corrected in the original notice

Section number

11.2.4

Lot No

Lot 1

Place of text to be modified

Description of Procurement

Instead of

Text

The Contract will be for an initial term of 2 (two) years with the option to extend for a further 2 (1+1) giving a total permissible contract term of 4 (four) years.

Read

Text

The Contract will be for an initial term of 2 (two) years with the option to extend for a further 2 (1+1) giving a total permissible contract term of 4 (four) years.

Section number

11.2.7

Lot No

Lot 2

Instead of

Text

The Contract will be for an initial term of 2 (two) years with the option to extend for a further 2 (1+1) giving a total permissible contract term of 4 (four) years.

Read

Text

The Contract will be for an initial term of 2 (two) years with the option to extend for a further 2 (1+1) giving a total permissible contract term of 4 (four) years.

Section number

11.2.7

Lot No

Lot 3 - Distributing Hillingdon People Resident Magazine

Instead of

Text

The Contract will be for an initial term of 2 (two) years with the option to extend for a further 2 (1+1) giving a total permissible contract term of 4 (four) years.

Read

Text

The Contract will be for an initial term of 2 (two) years with the option to extend for a further 2 (1+1) giving a total permissible contract term of 4 (four) years.

## **VII.2) Other additional information**

Evidence of the Tender's economic and financial standing to deliver the Contract by satisfying both of the following criteria:

- Minimum turnover of [insert value based on 200%/140%/130% of the contract value] over last 2 accounting periods (Question 4.1);

[Where you are bidding for multiple lots, you must meet the minimum turnover for each of the lots that you are bidding for. Tenderers that are successful in the procurement process will only be awarded multiple lots where it meets the combined minimum turnover of those lots;] and

- A "Risk Assessment Report" will be carried out through Dun and Bradstreet. Tenderers must have an Impact of Supplier Failure Score of

[51 or above]

[30 or above]

[11 or above]; or

- Where a Tenderer fails to meet the risk assessment criteria and or the turnover requirement, a further financial assessment will be conducted. The assessment will consist of applying recognised accounting ratios, as shown at Appendix A, to understand a Tenderer's financial health. Each ratio will be rated either red, amber, neutral or green depending on the outcome of the ratio. Profitability, Solvency and Liquidity ratios will receive a score of 4 for a red, 3 for amber, 2 for neutral and 1 for green. The efficiency ratio is weighted at 0.5 of the other ratios i.e. 2 for a red, 1.5 for amber, 1 for neutral and 0.5 for green. The total score available is 40 marks. A score for either of the last two financial accounting periods of [30] [33] [36] will require further mitigations from the Tenderer before a decision can be made on whether the Tenderer meets the minimum requirements for Financial and Economic Standing.

We reserve the right to reassess the Tenderer's Economic and Financial Standing throughout the procurement process and/or Contract term. Any successful supplier will be subject to a further financial assessment as described above, prior to any award of contract.