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Contract

Production, Supply and Delivery of Pre-Printed Envelopes

Durham County Council

F03: Contract award notice

Notice identifier: 2023/S 000-025285

Procurement identifier (OCID): ocds-h6vhtk-03b530

Published 29 August 2023, 12:15pm

Section I: Contracting authority

I.1) Name and addresses

Durham County Council

County Hall

DURHAM

DH15UL

Contact

Mackenzie Heath

Email

mackenzie.heath@durham.gov.uk

Telephone

+44 3000264859

Country

United Kingdom

Region code

UKC14 - Durham CC

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

www.durham.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

Production, Supply and Delivery of Pre-Printed Envelopes

Reference number

DN662176

II.1.2) Main CPV code

- 30199710 - Printed envelopes

II.1.3) Type of contract

Supplies

II.1.4) Short description

Re-procurement of the contractual arrangement for the Production, Supply and Delivery of Pre-Printed Envelopes in line with the Council's stipulated technical specification and artwork. The envelopes are to be used for the following;

- Revenues and Benefits
- Corporate Hybrid Desktop Mail, and
- Bulk Mailings.

II.1.6) Information about lots

This contract is divided into lots: No

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

Lowest offer: £25,000 / Highest offer: £200,000 taken into consideration

II.2) Description

II.2.2) Additional CPV code(s)

- 30199710 - Printed envelopes

II.2.3) Place of performance

NUTS codes

- UKC1 - Tees Valley and Durham

II.2.4) Description of the procurement

Re-procurement of the contractual arrangement for the Production, Supply and Delivery of Pre-Printed Envelopes in line with the Council's stipulated technical specification and artwork. The envelopes are to be used for the following;

- Revenues and Benefits
- Corporate Hybrid Desktop Mail, and
- Bulk Mailings.

II.2.5) Award criteria

Quality criterion - Name: Methodology Question - Service Delivery and Meeting Deadlines / Weighting: 5

Quality criterion - Name: Methodology Question - Material Price Increase Mitigation / Weighting: 5

Quality criterion - Name: Methodology Question - Environmental and Sustainability / Weighting: 5

Price - Weighting: 85

II.2.11) Information about options

Options: 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.2.1) Previous publication concerning this procedure

Notice number: [2023/S 000-008373](#)

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

18 May 2023

V.2.2) Information about tenders

Number of tenders received: 5

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

V.2.3) Name and address of the contractor

Encore Envelopes Limited

Wessyngton House Industrial Road, Hertburn, Washington, Tyne And Wear, NE37 2SA

Washington

Country

United Kingdom

NUTS code

- UKC - North East (England)

Companies House

04127724

The contractor is an SME

No

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

Lowest offer: £25,000 / Highest offer: £200,000 taken into consideration

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

Durham County Council

Durham

Country

United Kingdom