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Tender

159-SNBD-23 South Norfolk District Council and Broadland District Council's Hybrid Mail Tender

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F02: Contract notice

Notice identifier: 2023/S 000-025703

Procurement identifier (OCID): ocds-h6vhtk-03f8af

Published 1 September 2023, 9:48am

Section I: Contracting authority

I.1) Name and addresses

159-SNBD-23 South Norfolk District Council and Broadland District Council Hybrid Mail Tender

Horizon Business Centre, Peachman Way, Norwich, NR7 0WF

Norwich

NR7 0WF

Contact

Allision Parkinson-White

Email

Allison.Parkinson-White@breckland.gov.uk

Country

United Kingdom

NUTS code

UKH17 - Breckland and South Norfolk

Internet address(es)

Main address

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

I.3) Communication

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

<https://in-tendhost.co.uk/brecklandcouncil.aspx/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/brecklandcouncil.aspx/Home>

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

Section II: Object**II.1) Scope of the procurement****II.1.1) Title**

159-SNBD-23 South Norfolk District Council and Broadland District Council's Hybrid Mail Tender

Reference number

159-SNBD-23

II.1.2) Main CPV code

- 48223000 - Electronic mail software package

II.1.3) Type of contract

Supplies

II.1.4) Short description

You are invited to tender for the provision of Hybrid Mail for Broadland District Council and South Norfolk District Council. This procurement is for our hybrid mail provision only. We are not seeking bids for our traditional mail in this tender. At present, The Councils use two different hybrid mail systems. The opportunity to align these systems into a single solution along with single processes would yield both financial benefits and operational efficiencies. This is a joint procurement where South Norfolk District Council will be the lead Council with Broadland District Council being added as a joint equal partner.

II.1.5) Estimated total value

Value excluding VAT: £1,100,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.3) Place of performance

NUTS codes

- UKH17 - Breckland and South Norfolk

II.2.4) Description of the procurement

You are invited to tender for the provision of Hybrid Mail for Broadland District Council and South Norfolk District Council. This procurement is for our hybrid mail provision only. We are not seeking bids for our traditional mail in this tender. At present, The Councils use two different hybrid mail systems. The opportunity to align these systems into a single solution along with single processes would yield both financial benefits and operational efficiencies. This is a joint procurement where South Norfolk District Council will be the lead Council with Broadland District Council being added as a joint equal partner.

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

Start date

1 April 2024

End date

31 March 2027

This contract is subject to renewal

Yes

Description of renewals

Option to extend by a further 2 years on a + 1 year + 1 year basis

II.2.10) Information about variants

Variants will be accepted: Yes

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: No

IV.2) Administrative information

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

Date

2 October 2023

Local time

12:00pm

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

English

IV.2.6) Minimum time frame during which the tenderer must maintain the tender

Tender must be valid until: 1 April 2024

IV.2.7) Conditions for opening of tenders

Date

2 October 2023

Local time

12:05pm

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

159-SNBD-23 South Norfolk District Council and Broadland District Council Hybrid Mail Tender

Norwich

Country

United Kingdom