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Tender

Invitation to Tender for the provision of Subscription Stickers Service (Pack for fully chargeable garden collection service)

Huntingdonshire District Council

F02: Contract notice

Notice identifier: 2023/S 000-026121

Procurement identifier (OCID): ocds-h6vhtk-03f9e5

Published 4 September 2023, 5:24pm

Section I: Contracting authority

I.1) Name and addresses

Huntingdonshire District Council

Huntingdon District Council, Pathfinder House, St Marys Street

Huntingdon

PE29 3TN

Contact

Ms Sarah Youthed

Email

Sarah.Youthed@huntingdonshire.gov.uk

Country

United Kingdom

Region code

UKH - East of England

Internet address(es)

Main address

www.huntingdonshire.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/Advert/Index?advertId=b67dde88-3b4b-ee11-8124-005056b64545>

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/Advert/Index?advertId=b67dde88-3b4b-ee11-8124-005056b64545>

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

Invitation to Tender for the provision of Subscription Stickers Service (Pack for fully chargeable garden collection service)

Reference number

DN688105

II.1.2) Main CPV code

- 64000000 - Postal and telecommunications services
 - AA01 - Metal

II.1.3) Type of contract

Services

II.1.4) Short description

The council require a FMS to facilitate a subscription and printing service for Garden Waste.

Those who subscribe to this service will be issued with a subscription sticker which clearly shows that a subscription has been paid for the current period. We are looking for a service which handles the permits for the council from request directly to the resident.

The contract will be for a period of 3 years with option to extend in multiples of 12 months for a further 2 years.

The Council would propose for this contract to be implemented January 2024.

Cambridge City Council and South Cambridgeshire District Council will be named within the contract, however please note the two councils may not require this service.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 22000000 - Printed matter and related products
- 79000000 - Business services: law, marketing, consulting, recruitment, printing and security
- 22600000 - Ink

II.2.3) Place of performance

NUTS codes

- UKH - East of England

II.2.4) Description of the procurement

The Council has a power under the Controlled Waste (England and Wales) Regulations 2012 to make a charge for the collection of some types of household waste, including garden waste. The Council already charges for some types of household waste, for example Bulky Waste and Commercial Waste.

A household garden waste subscription service aims to introduce a new system for collecting garden waste in our community. Currently, the garden waste collection service is provided free of charge, but due to budget constraints and the need to generate additional revenue, the decision has been made to implement a chargeable system.

Those who subscribe to this service will be issued with a subscription sticker which clearly shows that a subscription has been paid for the current period. We are looking for a fully managed service which handles the permits for the council from request directly to the resident.

The contract will be for a period of 3 years with option to extend in multiples of 12 months for a further 2 years.

The Council would propose for this contract to be implemented January 2024.

Cambridge City Council and South Cambridgeshire District Council will be named within the contract, however please note the two councils may not require this service.

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

36

This contract is subject to renewal

No

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

II.2.14) Additional information

The contract is for 3 years with the option to extend for a further 2 years (2 x 12 months)

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

3 October 2023

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

3 October 2023

Local time

12:00pm

Place

ProContract Portal - online

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.4) Procedures for review

VI.4.1) Review body

Huntingdonshire District Council

Pathfinder House

Huntingdon

PE29 3TN

Country

United Kingdom