

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/027928-2022>

Contract

## **Supply of Annual Canvass Forms**

Caerphilly County Borough Council

F03: Contract award notice

Notice identifier: 2022/S 000-027928

Procurement identifier (OCID): ocds-h6vhtk-03138a

Published 5 October 2022, 9:10am

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

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

Caerphilly County Borough Council

Penallta House, Tredomen Park, Ystrad Mynach

Hengoed

CF82 7PG

#### **Contact**

Connor Thomas

#### **Email**

[Thomac21@Caerphilly.gov.uk](mailto:Thomac21@Caerphilly.gov.uk)

#### **Telephone**

+44 1443863161

#### **Country**

United Kingdom

**NUTS code**

UKL16 - Gwent Valleys

**Internet address(es)**

Main address

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

Buyer's address

[https://www.sell2wales.gov.wales/search/Search\\_AuthProfile.aspx?ID=AA0272](https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0272)

**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**

Supply of Annual Canvass Forms

Reference number

CCBC/PS2153/22/CT

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

- 22000000 - Printed matter and related products

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

Supplies

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

The Contract award notice is to inform the market of a contract award for a previously advised opportunity for the Supply of Annual Canvass Forms for the annual canvassing registration project.

Please note that this is a contract Award and not a call for competition.

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

This contract is divided into lots: No

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

Value excluding VAT: £390,292

### **II.2) Description**

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

- 22820000 - Forms
- 22458000 - Bespoke printed matter
- 22822000 - Business forms

- 22821000 - Electoral forms
- 22900000 - Miscellaneous printed matter
- 22452000 - Postal orders

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

NUTS codes

- UKL16 - Gwent Valleys

Main site or place of performance

Within the boundaries of Caerphilly CBC

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

Caerphilly County Borough Council has awarded a contract to Latcham Direct Ltd following a compliant tendering process

Contract Period 01 July 2022 to the 30 June 2025 with an option to extend for up to a further period of twenty-four (24) months

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

Quality criterion - Name: Social Value / Weighting: 10

Cost criterion - Name: Total Cost (Excl VAT) / Weighting: 90

### **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.2.1) Previous publication concerning this procedure**

Notice number: [2022/S 000-003311](#)

---

## **Section V. Award of contract**

### **Contract No**

CCBC/PS2153/22/CT

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

24 June 2022

#### **V.2.2) Information about tenders**

Number of tenders received: 5

Number of tenders received from SMEs: 4

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 5

Number of tenders received by electronic means: 5

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

**V.2.3) Name and address of the contractor**

Latcham Direct Ltd

1, Western Drive, Hengrove

Bristol

BS140AF

Telephone

+44 7738766431

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

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

Initial estimated total value of the contract/lot: £250,000

Total value of the contract/lot: £390,292

---

## **Section VI. Complementary information**

### **VI.3) Additional information**

Please note that this is an award notice for a previously advertised tender opportunity.

(WA Ref:122053)

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

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

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom