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Contract

TWBC & MBC Stationery and Office Supplies

Tunbridge Wells Borough Council

F03: Contract award notice

Notice identifier: 2024/S 000-027959

Procurement identifier (OCID): ocds-h6vhtk-04176d

Published 2 September 2024, 2:51pm

Section I: Contracting authority

I.1) Name and addresses

Tunbridge Wells Borough Council

Town Hall

Tunbridge Wells

TN1 1RS

Contact

Miss Megan Hook

Email

megan.hook@tunbridgewells.gov.uk

Telephone

+44 1892554110

Country

United Kingdom

Region code

UKJ45 - Mid Kent

Internet address(es)

Main address

<http://www.tunbridgewells.gov.uk>

Buyer's address

<http://www.tunbridgewells.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

TWBC & MBC Stationery and Office Supplies

Reference number

DN698799

II.1.2) Main CPV code

- 30192700 - Stationery

II.1.3) Type of contract

Supplies

II.1.4) Short description

Tunbridge Wells Borough Council (TWBC) and Maidstone Borough Council (MBC) are looking

to procure a reputable supplier to fulfil their office stationery and equipment requirements.

Contract Term:

The contract will be for an initial three years followed by two optional annual extensions subject to commercial review (3+1+1).

II.1.6) Information about lots

This contract is divided into lots: Yes

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

Value excluding VAT: £370,000

II.2) Description

II.2.1) Title

Lot No

1

II.2.2) Additional CPV code(s)

- 30192000 - Office supplies
- 30199000 - Paper stationery and other items

II.2.3) Place of performance

NUTS codes

- UKJ46 - West Kent

II.2.4) Description of the procurement

In order to best satisfy the needs of the service, this tender has been split into four lots:

1. Tunbridge Wells Borough Council Stationery and Office Supplies
2. Maidstone Borough Council Stationery, Office, and Catering Supplies
3. Tunbridge Wells Borough Council Office Chairs
4. Maidstone Borough Council Specialist Paper.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 20

Cost criterion - Name: Cost / Weighting: 80

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) Description

II.2.1) Title

Lot No

2

II.2.2) Additional CPV code(s)

- 30192700 - Stationery

II.2.3) Place of performance

NUTS codes

- UKJ46 - West Kent

II.2.4) Description of the procurement

In order to best satisfy the needs of the service, this tender has been split into four lots:

1. Tunbridge Wells Borough Council Stationery and Office Supplies
2. Maidstone Borough Council Stationery, Office, and Catering Supplies
3. Tunbridge Wells Borough Council Office Chairs
4. Maidstone Borough Council Specialist Paper.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 20

Cost criterion - Name: Cost / Weighting: 80

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) Description

II.2.1) Title

Lot No

3

II.2.2) Additional CPV code(s)

- 30192000 - Office supplies
- 30199000 - Paper stationery and other items

II.2.3) Place of performance

NUTS codes

- UKJ46 - West Kent

II.2.4) Description of the procurement

In order to best satisfy the needs of the service, this tender has been split into four lots:

1. Tunbridge Wells Borough Council Stationery and Office Supplies
2. Maidstone Borough Council Stationery, Office, and Catering Supplies
3. Tunbridge Wells Borough Council Office Chairs
4. Maidstone Borough Council Specialist Paper.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 20

Cost criterion - Name: Cost / Weighting: 80

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) Description

II.2.1) Title

Lot No

4

II.2.2) Additional CPV code(s)

- 30192700 - Stationery

II.2.3) Place of performance

NUTS codes

- UKJ46 - West Kent

II.2.4) Description of the procurement

In order to best satisfy the needs of the service, this tender has been split into four lots:

1. Tunbridge Wells Borough Council Stationery and Office Supplies
2. Maidstone Borough Council Stationery, Office, and Catering Supplies
3. Tunbridge Wells Borough Council Office Chairs
4. Maidstone Borough Council Specialist Paper.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 20

Cost criterion - Name: Cost / Weighting: 80

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.2.1) Previous publication concerning this procedure

Notice number: [2023/S 000-033327](#)

Section V. Award of contract

Lot No

1

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

7 March 2024

V.2.2) Information about tenders

Number of tenders received: 9

Number of tenders received from SMEs: 3

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

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 9

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

V.2.3) Name and address of the contractor

Banner Group Limited

Normanton

Country

United Kingdom

NUTS code

- UKE4 - West Yorkshire

The contractor is an SME

No

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

Total value of the contract/lot: £40,000

Section V. Award of contract

Lot No

2

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

16 May 2024

V.2.2) Information about tenders

Number of tenders received: 8

Number of tenders received from SMEs: 3

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

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 8

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

V.2.3) Name and address of the contractor

Banner Group Limited

Normanton

Country

United Kingdom

NUTS code

- UKE4 - West Yorkshire

The contractor is an SME

No

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

Total value of the contract/lot: £300,000

Section V. Award of contract

Lot No

3

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

6 March 2024

V.2.2) Information about tenders

Number of tenders received: 6

Number of tenders received from SMEs: 3

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

Number of tenders received from tenderers from non-EU Member States: 0

Number of tenders received by electronic means: 6

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

V.2.3) Name and address of the contractor

Bates Office Services Ltd

Rochester

Country

United Kingdom

NUTS code

- UKJ45 - Mid Kent

The contractor is an SME

Yes

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

Total value of the contract/lot: £30,000

Section V. Award of contract

Lot No

4

A contract/lot is awarded: No

V.1) Information on non-award

The contract/lot is not awarded

No tenders or requests to participate were received or all were rejected

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

Tunbridge Wells Borough Council

Tunbridge Wells

Country

United Kingdom