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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](mailto: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

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## **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

### **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

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## **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](#)

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## **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

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**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

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**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

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## **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

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## **Section VI. Complementary information**

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

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

Tunbridge Wells Borough Council

Tunbridge Wells

Country

United Kingdom