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Tender

Office Supplies and Stationery

YORKSHIRE WATER SERVICES LIMITED

F05: Contract notice – utilities

Notice identifier: 2022/S 000-028174

Procurement identifier (OCID): ocds-h6vhtk-0373ae

Published 6 October 2022, 7:37pm

Section I: Contracting entity

I.1) Name and addresses

YORKSHIRE WATER SERVICES LIMITED

Western House, Western Way, Buttershaw

BRADFORD

BD62SZ

Contact

Qasim Ashraf

Email

ASHRAFQ@yw.co.uk

Telephone

+44 7929171548

Country

United Kingdom

Region code

UKE41 - Bradford

Companies House

03778498

Internet address(es)

Main address

<http://www.yorkshirewater.com>

I.3) Communication

Access to the procurement documents is restricted. Further information can be obtained at

<http://www.yorkshirewater.com>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://www.yorkshirewater.com>

I.6) Main activity

Water

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Office Supplies and Stationery

Reference number

CM2429

II.1.2) Main CPV code

- 30190000 - Various office equipment and supplies

II.1.3) Type of contract

Supplies

II.1.4) Short description

This notice is seeking expression of interest for provision of Office Supplies and Stationery.

Any estimated quantities or values contained or referred to in this or other documentation are for guidance only and do not bind YWS to buy any specific quantities should the bidder be successful and enter into an Agreement.

Procurement Process:

To express an interest in participating in the tender, please contact Qasim Ashraf (qasim.ashraf@yorkshirewater.co.uk) through email by 17:00 (GMT) on 5th November 2022.

Once a bidder expresses an interest, the Selection Questionnaire (SQ) Pack will be shared with them. This will include the SQ document that must be completed by all bidders and submitted on Ariba by 9th November 2022. All clarifications should also be submitted on Ariba.

YWS will periodically consolidate clarifications that would be relevant to everyone and share the response to these with all bidders anonymously.

Following an assessment of responses received for the SQ, successful suppliers will be invited to participate in the ITT. This is planned for November but is subject to change

based on YWS discretion.

II.1.5) Estimated total value

Value excluding VAT: £950,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 30192700 - Stationery

II.2.3) Place of performance

NUTS codes

- UKE - Yorkshire and the Humber

II.2.4) Description of the procurement

This tender seeks Suppliers providing Office Supplies and Stationery. On high level, it includes provision of i. Stationery, including but not limited to pens, note pads, printing paper etc., ii. Food/Drink (teas, coffee beans, paper plates & utensils etc), iii. Cleaning products (Wet wipes, disinfectants etc), iv. Minor IT equipment (headphones, keyboards, mouse, privacy screens etc).

Please note the list above is an indicative one and not exhausted. Complete catalogue will be provided as part of Selection Questionnaire documents.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £950,000

II.2.7) Duration of the contract, framework agreement or dynamic purchasing system

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

This contract is valid for an initial period of 36 months, YWS reserves the option to extend for 24 months, based on satisfactory performance of the contract by the service provider.

Further details will be sent out in the procurement documents.

The estimated value is based on the full potential contract term including renewal (i.e. 36 months + 24 months)

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Negotiated procedure with prior call for competition

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

6 November 2022

Local time

5:00pm

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

English

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

Yorkshire Water Services

Bradford

Country

United Kingdom