

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/028218-2024>

Contract

## **Electoral Print Service**

Dover District Council

F03: Contract award notice

Notice identifier: 2024/S 000-028218

Procurement identifier (OCID): ocds-h6vhtk-042c46

Published 4 September 2024, 10:08am

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

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

Dover District Council

Council Offices, White Cliffs Business Park

Whitfield, Dover

CT16 3PJ

#### **Contact**

Mrs Emma Morgan

#### **Email**

[emma.morgan@dover.gov.uk](mailto:emma.morgan@dover.gov.uk)

#### **Telephone**

+44 1304872419

#### **Fax**

+44 1304872104

**Country**

United Kingdom

**Region code**

UKJ44 - East Kent

**Internet address(es)**

Main address

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

Buyer's address

<http://www.dover.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**

Electoral Print Service

Reference number

DN706065

#### **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 is for the provision of Printing and Delivery of Electoral Registration and Election Materials.

#### **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: £240,106.84

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

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

NUTS codes

- UKJ44 - East Kent

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

The contract award is for the provision of Printing and Delivery of Electoral Registration and Election Materials, this includes elections printing, printing / email services for the Annual Canvass and other ad-hoc printing / services relating to elections or electoral

registration as required. All services and printing provided must comply with the latest electoral legislation and have regard to Electoral Commission guidance and Performance Standards.

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

Quality criterion - Name: Quality / Weighting: 70%

Cost criterion - Name: Cost / Weighting: 30%

#### **II.2.11) Information about options**

Options: Yes

Description of options

1 year + 1 year extensions

#### **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: [2024/S 000-000923](#)

---

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

### **Contract No**

2024/S 000-000923

A contract/lot is awarded: Yes

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

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

16 April 2024

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

Number of tenders received: 1

Number of tenders received from SMEs: 1

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

Number of tenders received from tenderers from non-EU Member States: 1

Number of tenders received by electronic means: 1

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

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

Civica Election Services

Soutbank Central 30 Stamford Street

London

SE1 9LQ

Country

United Kingdom

NUTS code

- UKJ44 - East Kent

Internet address

<http://www.kentbusinessportal.org.uk/>

The contractor is an SME

Yes

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

Total value of the contract/lot: £240,106.84

---

## **Section VI. Complementary information**

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

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

High Court

Royal Courts of Justice, Strand

London

WCA 2LL

Country

United Kingdom