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Tender

## **280\_25 Laminating Pouches and Binding Products**

ESPO

F02: Contract notice

Notice identifier: 2024/S 000-028465

Procurement identifier (OCID): ocds-h6vhtk-04986b

Published 5 September 2024, 3:31pm

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

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

ESPO

Barnsdale Way, Grove Park, Enderby

LEICESTER

LE19 1ES

#### **Contact**

Catalogue Procurement Team

#### **Email**

[tenders@espo.org](mailto:tenders@espo.org)

#### **Country**

United Kingdom

#### **Region code**

UKF22 - Leicestershire CC and Rutland

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

<https://www.espo.org/>

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://www.eastmidstenders.org/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.eastmidstenders.org/>

**I.4) Type of the contracting authority**

Regional or local authority

**I.5) Main activity**

Other activity

Local Authority Services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

280\_25 Laminating Pouches and Binding Products

Reference number

280\_25

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

- 42994220 - Lamination accessories

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

Supplies

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

Framework for the supply of laminating pouches and binding products to the ESPO distribution centre and for direct delivery to ESPO customers.

To tender:

(a) Go to <https://www.eastmidstenders.org/>; (b) Register (if not already registered on ProContract); (c) Search for tender opportunity '280\_25' (via "View Opportunities" from the 'EastMidsTenders' Portal); (d) Express an interest; (e) Download the tender documents (from the ProContract Activity summary screen, once an Expression of interest has been completed).

#### **II.1.5) Estimated total value**

Value excluding VAT: £2,080,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

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

### **II.2.1) Title**

Lot 1 - Laminating pouches

Lot No

1

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

- 18923000 - Pouches and wallets
- 30192000 - Office supplies

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

Delivery to the ESPO Distribution Centre, Leicester.

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

The supply of laminating pouches for bulk delivery to the ESPO Distribution Centre, Leicester.

### **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: £1,800,000

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

Start date

1 January 2025

End date

31 March 2026

This contract is subject to renewal

No

### **II.2.10) Information about variants**

Variants will be accepted: No

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

Options: Yes

Description of options

The framework agreement has the option to extend for up to a further 33 months. The total estimated value stated includes the option period.

## **II.2) Description**

### **II.2.1) Title**

Lot 2 - Laminating Film Rolls

Lot No

2

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

- 18923000 - Pouches and wallets
- 30192000 - Office supplies

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

Delivery to the ESPO Distribution Centre Leicester, and direct delivery to ESPO customers.

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

The supply of laminating film rolls, for stock delivery to the ESPO Distribution Centre, Leicester and direct delivery to ESPO customers.

### **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: £200,000

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

Start date

1 January 2025

End date

31 March 2026

This contract is subject to renewal

No

### **II.2.10) Information about variants**

Variants will be accepted: No

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

Options: Yes

Description of options

The framework agreement has the option to extend for up to a further 33 months. The total estimated value stated includes the option period.

## **II.2) Description**

### **II.2.1) Title**

Lot 3 - Laminating Sundries

Lot No

3

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

- 18923000 - Pouches and wallets
- 30192000 - Office supplies

**II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

Main site or place of performance

Delivery to the ESPO Distribution Centre, Leicester.

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

The supply of card carriers, teflon laminate protectors and clear laminating ID badges for delivery to the ESPO Distribution Centre, Leicester.

**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: £40,000

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

Start date

1 January 2025

End date

31 March 2026

This contract is subject to renewal

No

### **II.2.10) Information about variants**

Variants will be accepted: No

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

Options: Yes

Description of options

The framework agreement has the option to extend for up to a further 33 months. The total estimated value stated includes the option period.

## **II.2) Description**

### **II.2.1) Title**

Lot 4 - Comb Binding Consumables

Lot No

4

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

- 30192000 - Office supplies
- 37411140 - Bindings

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

Delivery to the ESPO Distribution Centre, Leicester.

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

The supply of comb binding consumables, for delivery to the ESPO Distribution Centre, Leicester.

### **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: £40,000

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

Start date

1 January 2025

End date

31 March 2026

This contract is subject to renewal

No

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: Yes

Description of options

The framework agreement has the option to extend for up to a further 33 months. The total estimated value stated includes the option period.

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## **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

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

Contract monitoring: Buyer to monitor CreditSafe rating; bi-annual review meetings.

Where the Credit Reference Agency assigns the Tenderer a score indicating higher than moderate financial risk, ESPO will give further consideration to the financial information and financial stability of the Tenderer.

Suppliers will be required to have positive net assets / shareholder funds.

If a Tenderer fails to pass the financial assessment and is part of a larger group, provided that the group accounts are provided to ESPO on request and these pass the financial test, a parent company guarantee may be acceptable provided the Tenderer is a 100% wholly owned subsidiary within the group.

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

#### **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.2.2) Time limit for receipt of tenders or requests to participate**

Date

7 October 2024

Local time

12:00pm

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

English

### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 4 (from the date stated for receipt of tender)

### **IV.2.7) Conditions for opening of tenders**

Date

7 October 2024

Local time

12:01pm

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## **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**

The Royal Court of Justice

The Strand

LONDON

WC2A 2LL

Country

United Kingdom

Internet address

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

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

ESPO will incorporate a minimum 10 calendar day standstill period at the point information on the award of the contract is communicated to tenderers. Applicants who are unsuccessful shall be informed by ESPO as soon as possible after the decision has been made as to the reasons why the applicant was unsuccessful. If an appeal regarding the award of the contract has not been successfully resolved, The Public Contracts Regulations 2015 (SI 2105 No. 102) provide for aggrieved parties who have been harmed or are at risk of harm by breach of the rules to take legal action. Any such action must be brought within the applicable limitation period. Where a contract has not been entered into, the Court may order the setting aside of the award decision or order for any document to be amended and may award damages, make a declaration of ineffectiveness, order for a fine to be paid, and/or order the duration of the contract be shortened. The purpose of the standstill period referred to above is to allow the parties to apply to the Courts to set aside the award decision before the contract is entered into.