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Tender

Promotional Items Framework

Llywodraeth Cymru / Welsh Government

F02: Contract notice

Notice identifier: 2022/S 000-028503

Procurement identifier (OCID): ocds-h6vhtk-03749a

Published 11 October 2022, 10:32am

Section I: Contracting authority

I.1) Name and addresses

Llywodraeth Cymru / Welsh Government

Gwasanaethau Caffael Corfforaethol / Corporate Procurement Services, Parc Cathays / Cathays Park

Caerdydd / Cardiff

Contact

Gerrard O'Neill

Email

gerrard.oneill@gov.wales

Country

United Kingdom

NUTS code

UKL - Wales

Internet address(es)

Main address

<http://gov.wales>

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0007

I.3) Communication

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

<https://etenderwales.bravosolution.co.uk/web/login.shtml>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etenderwales.bravosolution.co.uk/web/login.shtml>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://etenderwales.bravosolution.co.uk/web/login.shtml>

I.4) Type of the contracting authority

Ministry or any other national or federal authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Promotional Items Framework

Reference number

F191/2022/2023

II.1.2) Main CPV code

- 39294100 - Information and promotion products

II.1.3) Type of contract

Supplies

II.1.4) Short description

The Welsh Government on behalf of the Welsh Ministers (hereafter referred to as the Client) requires the supply of branded promotional items and we are looking to appoint experienced and professional promotional products companies to meet these requirements. The 4-year framework has an estimated expenditure of up to GBP 800,000 (exc. VAT) and 3 places will be awarded to the top 3 ranked suppliers.

II.1.5) Estimated total value

Value excluding VAT: £800,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 39294100 - Information and promotion products
- 30192700 - Stationery

II.2.3) Place of performance

NUTS codes

- UKL - Wales

Main site or place of performance

Pan-Wales

II.2.4) Description of the procurement

The Welsh Government on behalf of the Welsh Ministers (hereafter referred to as the Client) requires the supply of branded promotional items and we are looking to appoint experienced and professional promotional products companies to meet these requirements. The 4-year framework has an estimated expenditure of up to GBP 800,000 (exc. VAT) and 3 places will be awarded to the top 3 ranked suppliers.

Welsh Government organise, co-ordinate and attend events, exhibitions and conferences every year. For example, the Urdd and National Eisteddfod, Royal Welsh Show, Educational Conferences. Promotional items are often used alongside these events or as part of a campaign to reinforce brand identity or to raise awareness of a particular policy or scheme.

The Client requires a wide range of branded promotional items to be available, from pens, bags, lanyards, mugs etc., to high quality branded glassware, trophies etc., including eco-friendly options. This list is not exhaustive, and the successful bidders will be required to source a variety of products and access the latest innovative, sustainable products over the duration of the framework. We require details on request of any items that can be made from recycled materials, in line with the Client's binding legal duty to pursue sustainable development in all it does (this is built into its constitution through section 121 of the Government of Wales Act).

The Client does not guarantee any level of work, or bind itself to demand any quantities under this contract.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 60

Price - Weighting: 40

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

Duration in months

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: 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 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

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

Envisaged maximum number of participants to the framework agreement: 3

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

15 November 2022

Local time

2:00pm

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: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

16 November 2022

Local time

9:00am

Place

Tenders will be opened at a WG office or by a homeworker using a secure WG laptops.

Information about authorised persons and opening procedure

The electronic tender will be opened by a Procurement Manager using a secure WG laptop and the sample goods will be opened in a WG office by the Framework Manager.

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: The Promotional Items Framework is tendered every 4 years.

VI.3) Additional information

NOTE: The authority is using eTenderwales to carry out this procurement process. To obtain further information record your interest on Sell2Wales at https://www.sell2wales.gov.wales/search/search_switch.aspx?ID=125314

Under the terms of this contract the successful supplier(s) will be required to deliver Community Benefits in support of the authority's economic and social objectives. Accordingly, contract performance conditions may relate in particular to social and environmental considerations. The Community Benefits included in this contract are:

Community Benefits will be a non-Core requirement and will not form part of the evaluation criteria. However, submission of a non-Core Community Benefits proposal will be a condition of a compliant bid and information on how to submit is detailed in the tender documentation.

(WA Ref:125314)

The buyer considers that this contract is suitable for consortia.

VI.4) Procedures for review

VI.4.1) Review body

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom