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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](mailto: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](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

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## **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

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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

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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

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.

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## **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](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