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Tender

## **Printing of Electoral Registration and Elections Material**

East Suffolk Council

F02: Contract notice

Notice identifier: 2022/S 000-029119

Procurement identifier (OCID): ocds-h6vhtk-03762a

Published 17 October 2022, 10:29am

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

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

East Suffolk Council

Riverside, 4 Canning Road

Lowestoft

NR33 0EQ

#### **Contact**

Procurement

#### **Email**

[amy.moye@eastsoffolk.gov.uk](mailto:amy.moye@eastsoffolk.gov.uk)

#### **Telephone**

+44 1502523507

#### **Country**

United Kingdom

**NUTS code**

UKH14 - Suffolk

**Internet address(es)**

Main address

<http://eastsuffolk.gov.uk>

**I.3) Communication**

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

<https://in-tendhost.co.uk/eastsuffolk/asp/Home>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted to the above-mentioned address

**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**

Printing of Electoral Registration and Elections Material

Reference number

2130-OJEU-O

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

- 79800000 - Printing and related services

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

Services

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

East Suffolk Council require printing services (with postage) for Electoral Services (Annual Canvass of Electors) and Elections.

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

Value excluding VAT: £2,000,000

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

This contract is divided into lots: No

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

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

- 79810000 - Printing services

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

NUTS codes

- UKH14 - Suffolk

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

East Suffolk Council require printing services (with postage) for Electoral Services (Annual Canvass of Electors) and Elections.

**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: £2,000,000

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

Start date

3 January 2023

End date

2 January 2028

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.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

As per the tender documents.

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

As per the tender documents.

Minimum level(s) of standards possibly required

As per the tender documents.

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

As per the tender documents.

Minimum level(s) of standards possibly required

As per the tender documents.

## **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: Yes

### **IV.2) Administrative information**

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

Date

22 November 2022

Local time

4:00pm

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

English

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

Date

22 November 2022

Local time

4:00pm

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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**

East Suffolk Council Legal Team

Lowestoft

Country

United Kingdom