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Tender

## **Supply of Library Subscription Services**

Agriculture & Horticulture Development Board

F02: Contract notice

Notice identifier: 2022/S 000-029444

Procurement identifier (OCID): ocids-h6vhtk-037700

Published 19 October 2022, 12:35pm

The closing date and time has been changed to:

**6 December 2022, 12:00pm**

See the [change notice](#).

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

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

Agriculture & Horticulture Development Board

Stoneleigh Park

Kenilworth

CV8 2TL

#### **Contact**

Julia Burger

#### **Email**

[procurement@ahdb.org.uk](mailto:procurement@ahdb.org.uk)

**Telephone**

+44 2476692051

**Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://defra.bravosolution.co.uk>

**I.3) Communication**

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

<https://defra.bravosolution.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://defra.bravosolution.co.uk>

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

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

Body governed by public law

**I.5) Main activity**

Other activity

Agriculture & Horticulture

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## **Section II: Object**

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

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

Supply of Library Subscription Services

Reference number

2022-561

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

- 79800000 - Printing and related services

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

Services

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

The Library and Information Service supports all divisions across at AHDB and provides stakeholders with current books (Print and e-books), journal subscriptions (both online and print), document supply, British Library and Legal Deposit Libraries requests and other materials. In addition, it funds the development and maintenance of a digital repository and archive collection.

The Library and Information Service saves AHDB staff time and money, centralising resources and helping keep staff up to date with new developments in the industry. The purpose is to provide a relevant and cost-effective information service to AHDB divisions to support them in making our industry more competitive and sustainable, by promulgating factual, evidence-based advice and information.

Aim:

AHDB are looking to appoint a sole supplier to provide a reliable and effective Subscription Agent Service that would cater for our needs in library service at AHDB.

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

This contract is divided into lots: No

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

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

- 22000000 - Printed matter and related products
- 22200000 - Newspapers, journals, periodicals and magazines
- 77000000 - Agricultural, forestry, horticultural, aquacultural and apicultural services

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

NUTS codes

- UK - United Kingdom

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

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Aim:

AHDB are looking to appoint a sole supplier to provide a reliable and effective Subscription Agent Service that would cater for our needs in library service at AHDB.

AHDB expect the supplier to assign a dedicated Account manager and be able to provide an online portal.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

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

Start date

1 March 2023

End date

31 March 2025

This contract is subject to renewal

Yes

Description of renewals

Contract period 01/03/2023 – 31/03/2025 with the option to extend for a further 3 x 12-month periods

#### **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.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: No

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

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

Originally published as:

Date

30 November 2022

Local time

12:00pm

Changed to:

Date

6 December 2022

Local time

12:00pm

See the [change notice](#).

#### **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: 3 (from the date stated for receipt of tender)

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

Date

30 November 2022

Local time

12:00pm

Information about authorised persons and opening procedure

Procurement 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: September 2027

### **VI.3) Additional information**

Suppliers Instructions How to Express Interest in this Tender and respond to the opportunity

1. Register your company on the eSourcing portal (this is only required once)

Browse to the eSourcing Portal: <https://defra.bravosolution.co.uk> and click the link to register Accept the terms and conditions and click 'continue'

Enter your correct business and user details - Note the username you chose and click 'Save' when complete

You will shortly receive an email with your unique password (please keep this secure)

2. Express an Interest in the tender

Login to the portal with the username/password

Click the ITTs Open To All Suppliers' link. (These Invitations to Tender open to any registered supplier) - Click on the relevant ITT to access the content.

Click the 'Express Interest' button at the top of the page.

This will move the ITT into your 'My ITTs' page. (This is a secure area reserved for your projects only) You can now access any attachments by clicking 'Buyer Attachments' in the 'ITT Details' box

3. Responding to the tender

Click 'My Response' under 'ITT Details', you can choose to 'Create Response' or to 'Decline to Respond' (please give a reason if declining)

You can now use the 'Messages' function to communicate with the buyer and seek any clarification - Note the deadline for completion, then follow the onscreen instructions to



complete the ITT

There may be a mixture of online and offline actions for you to perform (there is detailed online help available) You must then submit your reply using the 'Submit Response' button at the top of the page. If you require any further assistance please consult the online help.

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

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

Defra

Nobel House

London

Country

United Kingdom

##### **VI.4.2) Body responsible for mediation procedures**

Agriculture & Horticulture Development Board

Kenilworth

Country

United Kingdom

##### **VI.4.4) Service from which information about the review procedure may be obtained**

Defra

Nobel House

London

Country

United Kingdom