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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): ocds-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

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

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

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.

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

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.1.8) 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

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