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Tender

Electoral Print and Post

Milton Keynes Council

F02: Contract notice

Notice identifier: 2021/S 000-029817

Procurement identifier (OCID): ocds-h6vhtk-02fbef

Published 1 December 2021, 2:51pm

Section I: Contracting authority

I.1) Name and addresses

Milton Keynes Council

Civic 1 Saxon Gate East

Milton Keynes

MK9 3EJ

Contact

Ruth Holt

Email

contracts@milton-keynes.gov.uk

Telephone

+44 1908691691

Country

United Kingdom

NUTS code

UKJ12 - Milton Keynes

Internet address(es)

Main address

<https://www.milton-keynes.gov.uk>

Buyer's address

<https://in-tendhost.co.uk/milton-keynes>

I.3) Communication

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

<https://in-tendhost.co.uk/milton-keynes>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/milton-keynes>

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

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

Electoral Print and Post

Reference number

2021-119

II.1.2) Main CPV code

- 79800000 - Printing and related services

II.1.3) Type of contract

Services

II.1.4) Short description

The contract will cover printing and mailing for all local and national elections and referendums, printing for the annual canvass of the Register of Electors and ongoing electoral registration printing.

II.1.5) Estimated total value

Value excluding VAT: £1,500,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 22821000 - Electoral forms
- 64110000 - Postal services

II.2.3) Place of performance

NUTS codes

- UKJ12 - Milton Keynes

II.2.4) Description of the procurement

The contract will cover printing and mailing for all local and national elections and referendums, printing for the annual canvass of the Register of Electors and ongoing electoral registration printing.

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 July 2022

End date

30 June 2025

This contract is subject to renewal

Yes

Description of renewals

A 2 year extension is available

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 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

5 January 2022

Local time

12:00pm

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

IV.2.7) Conditions for opening of tenders

Date

5 January 2022

Local time

12:00pm

Place

Milton Keynes

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

VI.2) Information about electronic workflows

Electronic ordering will be used

VI.4) Procedures for review

VI.4.1) Review body

High Court Royal Court of Justice

The Strand

London

WC24 2LL

Email

contracts@milton-keynes.gov.uk

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The Council will incorporate a minimum 10 calendar day standstill period at the point information on the award of the Contract is communicated to tenderers. Applicants who are unsuccessful shall be informed by the Contracting Authority as soon as possible after the decision has been made as to the reasons why the Applicant was unsuccessful. Applicants may seek further clarification from the Contracting Authority following receipt of this information and the Contracting Authority will provide further clarification as appropriate. If any clarification regarding the award of the Contract has not been successfully resolved, an Applicant can consider its option under the Public Contracts Regulations 2015. Applicants would need to obtain their own legal advice.