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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](mailto: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

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## **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

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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: 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

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## **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](mailto: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.