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Contract

(NU/1589-43) Printing and Delivery of Undergraduate Guide 2023

Newcastle University

F03: Contract award notice

Notice identifier: 2021/S 000-030480

Procurement identifier (OCID): ocids-h6vhtk-02fe87

Published 8 December 2021, 10:50am

Section I: Contracting authority

I.1) Name and addresses

Newcastle University

Newcastle University, Procurement Services, Kingsgate

Newcastle

NE1 7RU

Contact

Mrs Natalie Morton

Email

natalie.morton@ncl.ac.uk

Telephone

+44 1912086396

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://www.ncl.ac.uk>

Buyer's address

<https://www.ncl.ac.uk>

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

(NU/1589-43) Printing and Delivery of Undergraduate Guide 2023

Reference number

DN578569

II.1.2) Main CPV code

- 79340000 - Advertising and marketing services

II.1.3) Type of contract

Services

II.1.4) Short description

Newcastle University is looking to appoint a sole supplier who will be directly responsible for printing and delivering the University's Undergraduate Guide (UGG) 2023 Entry.

The University reserves the right to amend details of print quantity, page size or number of pages in response to changes in design specification during the production process and in response to unforeseen circumstances.

By agreeing to this specification you confirm that you have the capacity and capability to print and deliver Newcastle University's Undergraduate Guide 2023 Entry, within the specified schedule, based on the specified details below.

Print specification

- Quantity: Please quote for production of:
 - 30,000 copies;
 - 35,000 copies;
 - 40,000 copies
- Finished size: 230mm x 210mm
- Extent: 4-page cover + 48-page inset
- Cover: Revive 100% Recycled White Offset 250gsm, printed 4 process colours both sides, bleeding off all edges
- Inset: Revive 100% Recycled White Offset 140gsm, printed 4 process colours throughout
- Finishing: folded, gathered and perfect bound, covers glued and drawn on, cut flush
- Packaging: in boxes, not bulk packed on pallets. The maximum weight of a box of Guides should be 10.5 kilos. Confirmation of numbers per box as early as possible in process.
- Delivery: first copies available by 18 February 2022

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £25,000

II.2) Description

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

II.2.4) Description of the procurement

Newcastle University is looking to appoint a sole supplier who will be directly responsible for printing and delivering the University's Undergraduate Guide (UGG) 2023 Entry.

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II.2.5) Award criteria

Quality criterion - Name: Ability to meet programme timeline / Weighting: Pass/Fail

Quality criterion - Name: Proof of capacity and capability to produce this publication / Weighting: 30

Quality criterion - Name: Three pdf examples of similar printed items / Weighting: 30

Price - Weighting: 40

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

Restricted procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the setting up of a dynamic purchasing system

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.2.1) Previous publication concerning this procedure

Notice number: [2020/S 129-318079](#)

Section V. Award of contract

Contract No

NU1589-43

Lot No

2

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

1 December 2021

V.2.2) Information about tenders

Number of tenders received: 2

Number of tenders received from SMEs: 2

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 2

Number of tenders received by electronic means: 2

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Sterling

Sterling House

Northamptonshire

NN15 6XU

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

V.2.4) Information on value of contract/lot (excluding VAT)

Total value of the contract/lot: £18,257

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

Newcastle University

Tyne and Wear

NE1 7RU

Country

United Kingdom

VI.4.2) Body responsible for mediation procedures

Newcastle University

Tyne and Wear

NE1 7RU

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

The University will incorporate a standstill period at the point information on the award of the contract is communicated to tenderers. That notification will provide full information on the award decision. The standstill period, which will be for a minimum of 10 calendar days, provides time for unsuccessful tenderers to challenge the award decision before the contract is entered into.

The Public Contracts Regulations 2015 (SI 2015 No 102) provide for aggrieved parties who

have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland) within 30 days of knowledge or constructive knowledge of breach.

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

Newcastle Univeristy

Tyne and Wear

NE1 7RU

Country

United Kingdom