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Tender

## **Supply of specialised paper and wide format media**

Fife Council

F02: Contract notice

Notice identifier: 2021/S 000-030650

Procurement identifier (OCID): ocds-h6vhtk-02ff31

Published 9 December 2021, 11:55am

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

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

Fife Council

Fife House, North Street

Glenrothes

KY7 5LT

#### **Contact**

Juliet Hall

#### **Email**

[juliet.hall@fife.gov.uk](mailto:juliet.hall@fife.gov.uk)

#### **Telephone**

+44 3451550000

#### **Country**

United Kingdom

**NUTS code**

UKM72 - Clackmannanshire and Fife

**Internet address(es)**

Main address

<http://www.fife.gov.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00187](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00187)

**I.3) Communication**

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

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

[www.publiccontractsscotland.gov.uk](http://www.publiccontractsscotland.gov.uk)

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

Regional or local 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**

Supply of specialised paper and wide format media

Reference number

CFM0042

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

- 30197630 - Printing paper

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

Supplies

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

Fife Council's central print unit is Fife Council's first point of contact for all print related services. Fife Council require to appoint suitable contractors with the ability to supply a range of specialist digital papers and wide format media

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

## **II.2) Description**

### **II.2.1) Title**

A3 and A4 coloured copier paper and SRA3 digital paper

Lot No

2

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

- 30197630 - Printing paper
- 30199310 - Embossed or perforated printing paper

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

NUTS codes

- UKM72 - Clackmannanshire and Fife

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

Fife Council's central print unit is Fife Council's first point of contact for all print related services. Fife Council require to appoint suitable contractors with the ability to supply a range of specialist digital papers and wide format media

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

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Option to extend the framework by a period of 12 months

#### **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

#### **II.2.14) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

## **II.2) Description**

### **II.2.1) Title**

Carbonless paper

Lot No

1

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

- 30199130 - Carbonless paper

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

NUTS codes

- UKM72 - Clackmannanshire and Fife

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

Fife Council's central print unit is Fife Council's first point of contact for all print related services. Fife Council require to appoint suitable contractors with the ability to supply a range of specialist digital papers and wide format media

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

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Option to extend the framework for a period of 12 months

### **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

#### **II.2.14) Additional information**

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

#### **II.2.1) Title**

Wide format media

Lot No

3

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

- 22993400 - Corrugated paper or paperboard
- 30199300 - Embossed or perforated paper
- 30197630 - Printing paper
- 30197642 - Photocopier paper and xerographic paper
- 30197643 - Photocopier paper
- 30199400 - Gummed or adhesive paper
- 30197610 - Composite paper and paperboard
- 30199410 - Self-adhesive paper

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

NUTS codes

- UKM72 - Clackmannanshire and Fife

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

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

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

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

Duration in months

36

This contract is subject to renewal

Yes

Description of renewals

Option to extend the framework by a period of 12 months

#### **II.2.10) Information about variants**

Variants will be accepted: No

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Options: No

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The procurement is related to a project and/or programme financed by European Union funds: No

#### **II.2.14) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD Scotland module

Minimum level(s) of standards possibly required

The relevant selection criteria will be included in the SPD Scotland module

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

The relevant selection criteria will be included in the SPD Scotland module

Minimum level(s) of standards possibly required

The relevant selection criteria will be included in the SPD Scotland module



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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

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

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 3

#### **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

20 January 2022

Local time

12:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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

Date

20 January 2022

Local time

12:00pm

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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: Winter 2024 unless the option to extend is used

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[https://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=676570](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=676570).

The buyer has indicated that it will accept electronic responses to this notice via the Postbox facility. A user guide is available at

[https://www.publiccontractsscotland.gov.uk/sitehelp/help\\_guides.aspx](https://www.publiccontractsscotland.gov.uk/sitehelp/help_guides.aspx).

Suppliers are advised to allow adequate time for uploading documents and to dispatch the electronic response well in advance of the closing time to avoid any last minute problems.

(SC Ref:676570)

Download the ESPD document here:

[https://www.publiccontractsscotland.gov.uk/ESPD/ESPD\\_Download.aspx?id=676570](https://www.publiccontractsscotland.gov.uk/ESPD/ESPD_Download.aspx?id=676570)

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

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

Court of Session and Kirkcaldy Sheriff Court

Kirkcaldy

KY11XQ

Country

United Kingdom

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

Economic operators should approach the contracting authority in the first instance. However, the only formal remedy is to apply to the courts:

An economic operator that suffers, or is at risk of suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 or the Procurement Reform (Scotland) Act 2014, may bring proceedings in the Sheriff Court or the Court of Session