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Tender

DfE - Tourism NI - Storage, Distribution and Replenishment of Corporate Literature/Collateral and General Courier Services

Department for the Economy

F02: Contract notice

Notice identifier: 2021/S 000-031499

Procurement identifier (OCID): ocds-h6vhtk-030282

Published 16 December 2021, 5:24pm

Section I: Contracting authority

I.1) Name and addresses

Department for the Economy

Netherleigh Massey Avenue

BELFAST

BT4 2JP

Contact

SSDAdmin.CPDfinance-ni.gov.uk

Email

ssdadmin.cpd@finance-ni.gov.uk

Country

United Kingdom

NUTS code

UK - United Kingdom

Internet address(es)

Main address

<https://etendersni.gov.uk/epps>

Buyer's address

<https://etendersni.gov.uk/epps>

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://etendersni.gov.uk/epps>

Additional information can be obtained from the above-mentioned address

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

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

DfE - Tourism NI - Storage, Distribution and Replenishment of Corporate Literature/Collateral and General Courier Services

Reference number

ID 3679998

II.1.2) Main CPV code

- 64100000 - Post and courier services

II.1.3) Type of contract

Services

II.1.4) Short description

DfE - Tourism NI - Storage, Distribution and Replenishment of Corporate Literature/Collateral and General Courier Services (to include Northern Ireland, the Republic of Ireland, the United Kingdom and Worldwide).

II.1.5) Estimated total value

Value excluding VAT: £175,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 64120000 - Courier services
- 30193700 - File storage box
- 63000000 - Supporting and auxiliary transport services; travel agencies services
- 63120000 - Storage and warehousing services

- 63121100 - Storage services

II.2.3) Place of performance

NUTS codes

- UKN - Northern Ireland

II.2.4) Description of the procurement

DfE - Tourism NI - Storage, Distribution and Replenishment of Corporate Literature/Collateral and General Courier Services (to include Northern Ireland, the Republic of Ireland, the United Kingdom and Worldwide).

II.2.5) Award criteria

Quality criterion - Name: Qualitative Criteria / Weighting: 30

Cost criterion - Name: Quantitative Criteria / Weighting: 70

II.2.6) Estimated value

Value excluding VAT: £175,000

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

Duration in months

60

This contract is subject to renewal

Yes

Description of renewals

This renewal occurs every 5 years this contract will run for 5 years

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

: Contract occurs every 5 years

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

This contract will run for a period of 5 years.

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

19 January 2022

Local time

3:00pm

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

Tender must be valid until: 19 April 2022

IV.2.7) Conditions for opening of tenders

Date

19 January 2022

Local time

3:30pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Recurrence will be every 5 years

VI.3) Additional information

Contract Monitoring. The successful contractor's performance on the contract will be regularly monitored. Contractors not delivering... on contract requirements is a serious matter. It means the public purse is not getting what it is paying for. If a contractor fails to reach... satisfactory levels of contract performance they will be given a specified time to improve. If, after the specified time, they still fail to reach... satisfactory levels of contract performance, the matter will be escalated to senior management in CPD for further action. If this occurs... and their performance still does not improve to satisfactory levels within the specified period, it may be regarded as an act of grave... professional misconduct and they may be issued with a Certificate of Unsatisfactory Performance and the contract may be terminated.... The issue of a Certificate of Unsatisfactory Performance will result in the contractor being excluded from all procurement competitions... being undertaken by Centres of Procurement Expertise on behalf of bodies covered by the Northern Ireland Procurement Policy for a... period of twelve months from the date of issue of the certificate..

VI.4) Procedures for review

VI.4.1) Review body

The UK does not have any such bodies with responsibility for appeal/mediation procedures

Belfast

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

CPD will comply with the Public Contracts Regulations 2015 (as amended) and, where appropriate, will incorporate a standstill period (i.e. a minimum of 10 calendar days) at the point information on the award of contract is communicated to tenderers. That notification will provide full information on the award decision. This provides time for the unsuccessful tenderers to challenge the award decision before the contract is entered into.

