This is a published notice on the Find a Tender service: <a href="https://www.find-tender.service.gov.uk/Notice/031879-2023">https://www.find-tender.service.gov.uk/Notice/031879-2023</a>

#### Tender

# **Office Products**

Procurement and Logistics Service

Southern Health and Social Care Trust

Northern Health and Social Care Trust

Belfast Health and Social Care Trust

South Eastern Health and Social Care Trust

Western Health and Social Care Trust

**Business Services Organisation** 

NI Ambulance Service Trust

NI Blood Transfusion Service

NI Fire and Rescue Services

Children's Court Guardian Agency for Northern Ireland

NI Medical and Dental Training Agency

NI Practice and Education Council for Nursing and Midwifery

NI Social Care Council

DOH - Strategic Planning and Performance Group

NI Patient Client Council

NI Public Health Agency

NI Regulation and Quality Improvement Authority

F02: Contract notice

Notice identifier: 2023/S 000-031879

Procurement identifier (OCID): ocds-h6vhtk-040fe0

Published 27 October 2023, 4:10pm

# **Section I: Contracting authority**

# I.1) Name and addresses

Procurement and Logistics Service

Pinewood Villa, Longstone Hospital, 73 Loughgall Road

# Armagh **BT61 7PR Email** palsarmagh.sourcing@hscni.net Country **United Kingdom** Region code UK - United Kingdom Internet address(es) Main address https://etendersni.gov.uk/epps Buyer's address https://etendersni.gov.uk/epps I.1) Name and addresses Southern Health and Social Care Trust Craigavon Area Hospital, 68 Lurgan Road Portadown BT63 5QQ **Email** palsarmagh.sourcing@hscni.net Country

Region code

**United Kingdom** 

# UK - United Kingdom

#### Internet address(es)

Main address

https://etendersni.gov.uk/epps

Buyer's address

https://etendersni.gov.uk/epps

# I.1) Name and addresses

Northern Health and Social Care Trust

Bretten Hall, Bush Road

Antrim

**BT41 2RL** 

#### **Email**

palsarmagh.sourcing@hscni.net

# Country

**United Kingdom** 

### Region code

UK - United Kingdom

### Internet address(es)

Main address

https://etendersni.gov.uk/epps

Buyer's address

https://etendersni.gov.uk/epps

# I.1) Name and addresses

Belfast Health and Social Care Trust A Floor, Belfast City Hospital, Lisburn Road Belfast BT9 7AB **Email** palsarmagh.sourcing@hscni.net Country **United Kingdom** Region code UK - United Kingdom Internet address(es) Main address https://etendersni.gov.uk/epps Buyer's address https://etendersni.gov.uk/epps I.1) Name and addresses

South Eastern Health and Social Care Trust

Ulster Hospital, Upper Newtownards Rd

Belfast

**BT16 1RH** 

#### **Email**

palsarmagh.sourcing@hscni.net

#### Country

**United Kingdom** 

# Region code

UK - United Kingdom

# Internet address(es)

Main address

https://etendersni.gov.uk/epps

Buyer's address

https://etendersni.gov.uk/epps

# I.1) Name and addresses

Western Health and Social Care Trust

Altnagelvin Area Hospital, Glenshane Road

Londonderry

**BT47 6SB** 

#### **Email**

palsarmagh.sourcing@hscni.net

#### Country

**United Kingdom** 

# Region code

UK - United Kingdom

#### Internet address(es)

Main address

https://etendersni.gov.uk/epps

#### Buyer's address

https://etendersni.gov.uk/epps

# I.1) Name and addresses

**Business Services Organisation** 

2 Franklin Street

Belfast

BT2 8DQ

#### **Email**

palsarmagh.sourcing@hscni.net

### Country

**United Kingdom** 

# Region code

UK - United Kingdom

# Internet address(es)

Main address

https://etendersni.gov.uk/epps

Buyer's address

https://etendersni.gov.uk/epps

# I.1) Name and addresses

NI Ambulance Service Trust

Knockbracken Healthcare Park, Saintfield Road

Belfast

#### **BT8 8SG**

#### **Email**

palsarmagh.sourcing@hscni.net

# Country

**United Kingdom** 

# Region code

UK - United Kingdom

# Internet address(es)

Main address

https://etendersni.gov.uk/epps

Buyer's address

https://etendersni.gov.uk/epps

# I.1) Name and addresses

NI Blood Transfusion Service

Lisburn Road

Belfast

**BT9 7TS** 

#### **Email**

palsarmagh.sourcing@hscni.net

# Country

**United Kingdom** 

# Region code

UK - United Kingdom

#### Internet address(es)

Main address

https://etendersni.gov.uk/epps

Buyer's address

https://etendersni.gov.uk/epps

# I.1) Name and addresses

NI Fire and Rescue Services

1 Seymour Street

Lisburn

**BT27 4SX** 

#### **Email**

palsarmagh.sourcing@hscni.net

# Country

**United Kingdom** 

# Region code

UK - United Kingdom

#### Internet address(es)

Main address

https://etendersni.gov.uk/epps

Buyer's address

https://etendersni.gov.uk/epps

# I.1) Name and addresses

Children's Court Guardian Agency for Northern Ireland

Centre House, 79 Chichester Street
Belfast
BT1 4JE
Email
palsarmagh.sourcing@hscni.net
Country
United Kingdom
Region code
UK - United Kingdom
Internet address(es)
Main address
https://etendersni.gov.uk/epps
Buyer's address
https://etendersni.gov.uk/epps
I.1) Name and addresses
NI Medical and Dental Training Agency
Beechill House, 42 Beechill Rd
Belfast
BT8 7RL
Email
palsarmagh.sourcing@hscni.net
Country
United Kingdom

#### Region code

UK - United Kingdom

### Internet address(es)

Main address

https://etendersni.gov.uk/epps

Buyer's address

https://etendersni.gov.uk/epps

# I.1) Name and addresses

NI Practice and Education Council for Nursing and Midwifery

Centre House, 79 Chichester St

Belfast

BT1 4JE

#### **Email**

palsarmagh.sourcing@hscni.net

# Country

**United Kingdom** 

#### Region code

UK - United Kingdom

#### Internet address(es)

Main address

https://etendersni.gov.uk/epps

Buyer's address

https://etendersni.gov.uk/epps

# I.1) Name and addresses

NI Social Care Council

Millennium House, 19-25 Great Victoria St

Belfast

BT2 7AQ

#### **Email**

palsarmagh.sourcing@hscni.net

# Country

**United Kingdom** 

# Region code

UK - United Kingdom

# Internet address(es)

Main address

https://etendersni.gov.uk/epps

Buyer's address

https://etendersni.gov.uk/epps

# I.1) Name and addresses

DOH - Strategic Planning and Performance Group

12-22 Linenhall Street

Belfast

BT2 8BS

#### **Email**

# palsarmagh.sourcing@hscni.net

# Country

**United Kingdom** 

Region code

UK - United Kingdom

Internet address(es)

Main address

https://etendersni.gov.uk/epps

Buyer's address

https://etendersni.gov.uk/epps

# I.1) Name and addresses

NI Patient Client Council

1st Floor, Ormeau Baths 18 Ormeau Avenue

Belfast

BT28HS

#### **Email**

palsarmagh.sourcing@hscni.net

#### Country

**United Kingdom** 

# Region code

UK - United Kingdom

#### Internet address(es)

Main address

# https://etendersni.gov.uk/epps

Buyer's address

https://etendersni.gov.uk/epps

# I.1) Name and addresses

NI Public Health Agency

Linenhall Street Unit, 12-22 Linenhall Street

Belfast

BT2 8BS

#### **Email**

palsarmagh.sourcing@hscni.net

# Country

**United Kingdom** 

#### Region code

UK - United Kingdom

#### Internet address(es)

Main address

https://etendersni.gov.uk/epps

Buyer's address

https://etendersni.gov.uk/epps

# I.1) Name and addresses

NI Regulation and Quality Improvement Authority

9th Floor Riverside Tower, 5 Lanyon Place

**Belfast** 

**BT1 3BT** 

#### **Email**

palsarmagh.sourcing@hscni.net

#### Country

**United Kingdom** 

#### Region 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 involves joint procurement

# 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

Health

# **Section II: Object**

# II.1) Scope of the procurement

### II.1.1) Title

Office Products

Reference number

5076311

#### II.1.2) Main CPV code

• 30192700 - Stationery

# II.1.3) Type of contract

Supplies

### II.1.4) Short description

Office Products

#### II.1.5) Estimated total value

Value excluding VAT: £11,676,072.70

# II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots 2

# II.2) Description

### II.2.1) Title

Lot 1 Office Products Managed Service for Stock

Lot No

1

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

- 30190000 Various office equipment and supplies
- 30100000 Office machinery, equipment and supplies except computers, printers and furniture
- 30000000 Office and computing machinery, equipment and supplies except furniture and software packages

#### II.2.3) Place of performance

**NUTS** codes

• UKN - Northern Ireland

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

Office Products

#### II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 20

Price - Weighting: 80

#### II.2.6) Estimated value

Value excluding VAT: £6,138,974.32

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

**Duration in months** 

24

This contract is subject to renewal

Yes

Description of renewals

This Contract is subject to renewal dependent on the clients requirements.

#### II.2.10) Information about variants

Variants will be accepted: No

#### II.2.11) Information about options

Options: Yes

Description of options

Following the Initial Contract Period there is the potential to extend for up to and including 24 Months. An additional 18 Months emergency extension is available.

### 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

The estimated value stated in II.2.6 is for 2 years with the option to extend for any period up to 24 months plus 18 months emergency extension.

# II.2) Description

#### II.2.1) Title

Lot 2 General Office Products

Lot No

2

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

- 30190000 Various office equipment and supplies
- 30100000 Office machinery, equipment and supplies except computers, printers and furniture
- 30000000 Office and computing machinery, equipment and supplies except furniture and software packages

#### II.2.3) Place of performance

**NUTS** codes

#### • UKN - Northern Ireland

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

Office Products

#### II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 5

Price - Weighting: 95

#### II.2.6) Estimated value

Value excluding VAT: £5,537,098.38

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

This Contract is subject to renewal dependent on the clients requirements.

#### II.2.10) Information about variants

Variants will be accepted: No

#### II.2.11) Information about options

Options: Yes

103

Description of options

Following the Initial Contract Period there is the potential to extend for up to and including 24 Months. An additional 18 Months emergency extension is available.

#### 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

The estimated value stated in II.2.6 is for 2 years with the option to extend for any period up to 24 months plus 18 months emergency extension.

### 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: 5

#### 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.2.1) Previous publication concerning this procedure

Notice number: 2013/S 000-027090

### IV.2.2) Time limit for receipt of tenders or requests to participate

Date

27 November 2023

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: 25 May 2024

# IV.2.7) Conditions for opening of tenders

Date

27 November 2023

Local time

3:30pm

# **Section VI. Complementary information**

### VI.1) Information about recurrence

This is a recurrent procurement: No

### VI.3) Additional information

In section 1.2, it is stated that this procurement is a joint procedure and contract award is by a Central Publishing Body. This contract is not a joint contract, it is a Central Purchasing Body Contract operated by Business Services Organisation Procurement and Logistics Service on behalf of participants listed in section 1.1. The contracting authorities will identify the Most Economically Advantageous Tender(s) (MEAT) on the basis of the "Best Price- Quality Ratio", once full compliance has been demonstrated with all of the elements of the specification and any other requirements as listed in the Tender Documentation. Details of the evaluation process incorporating quality, price and compliance are provided as part of the Tender Evaluation Methodology and Marking Scheme (TEMMS) SS20b.

# VI.4) Procedures for review

### VI.4.1) Review body

Business Services Organisation Procurement and Logistics Services

Armagh

Country

**United Kingdom**