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Tender

## **Y20031 - Supply of Multi-Functional Devices and Digital Solutions**

Kent County Council (trading as KCS Procurement Services)

F02: Contract notice

Notice identifier: 2021/S 000-032040

Procurement identifier (OCID): ocds-h6vhtk-03049f

Published 22 December 2021, 11:40am

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

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

Kent County Council (trading as KCS Procurement Services)

Head Office, 1 Abbey Wood Group, Kings Hill

West Malling

ME19 4YT

#### **Contact**

Mr Ian Day

#### **Email**

[ian.day@cs ltd.org.uk](mailto:ian.day@cs ltd.org.uk)

#### **Telephone**

+44 1622236697

#### **Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

<http://www.commercialservices.org.uk>

Buyer's address

<http://www.commercialservices.org.uk>

**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://procontract.due-north.com/Advert/Index?advertId=e09ad80a-1763-ec11-8110-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/Advert/Index?advertId=e09ad80a-1763-ec11-8110-005056b64545>

**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**

Y20031 - Supply of Multi-Functional Devices and Digital Solutions

Reference number

DN589137

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

- 30000000 - Office and computing machinery, equipment and supplies except furniture and software packages

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

Supplies

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

KCS Procurement Services, acting for and on behalf of Kent County Council (KCC) Central Buying Consortium (CBC) and the Commercial Service Group (CSG), a Procurement Buying Organisation (PBO), wish to create a national, user friendly, time and cost effective Framework Agreement for the supply of Multi-Functional Devices and Digital Solutions.

The Framework Agreement covers the provision and installation of a full range of Multi-Functional Devices, Digital Solutions and Digital Transformation.

The Framework Agreement will be split into two (2) individual LOTs. These are:

LOT 1 – Leased and Purchased Multi-Functional Devices and Digital Solutions

LOT 2 – Digital Transformation and Associated Services

#### **II.1.5) Estimated total value**

Value excluding VAT: £500,000,000

#### **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**

Leased and Purchased Multi-Functional Devices and Digital Solutions

Lot No

1

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

- 30000000 - Office and computing machinery, equipment and supplies except furniture and software packages

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

NUTS codes

- UK - United Kingdom

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

LOT 1

LOT 1 covers the provision of multi-functional Devices and digital solutions, to include both A4 and A4/A3 networked and standalone multi-functional Devices, printers, high volume print room Devices and wide format printers, all with the option of CPC maintenance. Equipment in this LOT may be procured as a direct purchase or via a Lease agreement. In addition to the standard Manufacturer's warranty, maintenance options must be available for all products.

Digital Solutions requirements can include, but will not be limited to, a range of Equipment, Software and Services (including on-going maintenance, support and managed print) to help control, manage and measure the effectiveness of the print environment. This can include output surveys to establish existing output trends and costs, print job accounting, Device management, departmental chargeback, confidential printing, job routing based on most efficient use of Devices, scanning with optical character recognition, greater efficiencies through the reduction of waste and uncollected jobs, rules-based printing.

Product Range

Product ranges must include provision for the following minimum requirements:

- Desktop and floor standing printers
- Wide format printers
- Multi-functional Devices
- High volume Equipment
- Mono, colour, A4 and A3 technology with a range of speeds
- Various finishing options
- Standard network interfaces for print/copy/scan/fax versions (to include java cards as standard)
- Management information Software/user control enabling software

#### **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**

Duration in months

48

This contract is subject to renewal

No

#### **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**

To gain access and complete the necessary documents please follow the instruction below

Visit - [WWW.Kentbusinessportal.org.uk](http://WWW.Kentbusinessportal.org.uk)

Select - Opportunities

Select Organisation - Commercial Services

Select the opportunity appropriate to you from the list provided

Express interest - you may need to register first

Once successful expression is completed you can access and complete the requirements in two ways

1 - when you register you will receive a successful registration email, this also contains an link taking you direct to the opportunity

2 - when you log in to proactis go to my activities, select commercial services and you will be presented with the opportunity.

Following the instruction from herein

## **II.2) Description**

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

Digital Transformation and Associated Services

Lot No

2

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

- 72228000 - Hardware integration consultancy services
- 72512000 - Document management services

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

NUTS codes

- UK - United Kingdom

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

##### **LOT 2**

Digital transformation is the process of using digital technologies to create new, or modify existing, business processes, culture, and Customer experiences to meet changing Customer needs and requirements.

We are seeking Suppliers who, in complement to their offering of multi-functional Devices, can provide digital transformation services to enable Customers to transform and improve operating processes by way of multiple solutions with the Supplier of their choice. Individual opportunities will need to be tailored to meet the Customer's requirement to improve efficiency, provide an agile and reliable solution that will transform and meet their business objectives.

This LOT supports both the Supplier and Customer/Member Authority in identifying and developing strategic relationships, that will provide benefits through the ability to have a single lead Supplier relationship.

##### **List of Potential Requirements**

Indicative requirements include, but are not limited to, the following:

- Audio visual solutions
- Communication systems
- Cloud storage
- Document storage, distribution and management
- Facilities solutions
- High volume print Devices
- Hosted services
- Hybrid mail
- ICT hardware
- ICT systems management, support and solutions

- Mail management solutions
- Multi-functional Devices
- Network services
- Outsourced print solutions
- Print management, consultancy and audit
- Scanning and archiving solutions
- Software solutions
- Wide format Devices

Associated services may extend beyond the scope of the Goods/Services purchased and may include, but not be limited to;

- End user support
- Service desk
- Installation
- Project management
- Training
- Asset management
- Consultancy

#### **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**

Duration in months



This contract is subject to renewal

No

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

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

In the case of framework agreements, provide justification for any duration exceeding 4 years:

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

Date

17 February 2022

Local time

2:00pm

#### **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: 4 (from the date stated for receipt of tender)

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

Date

17 February 2022

Local time

2:05pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

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

Member Authorities that have expressed interest in accessing the Framework Agreement from the outset are:

Hampshire County Council

Hertfordshire County Council

Kent County Council (via KCS Procurement Services)

Other public bodies will have access to this Framework Agreement but may only do so with the agreement of the Contracting Authority. Those organisations who may wish to access this Framework Agreement will be members, Affiliates and associates of the CBC Group, local government authorities, the police service, the fire service, the NHS and NHS trusts, housing associations, third sector organisations, academic centres (including Academies), free Schools, publicly funded organisations and publicly owned private companies, operating within the geographic boundaries of the United Kingdom, Channel Islands, Northern Ireland and Isle of Man.

The Framework Agreement will also be open for use by all other local authorities and public sector bodies. Full details of potential Customer's geographical areas and organisation classifications are detailed as follows:

#### **LOCAL AUTHORITY COUNCILS:**

England:

County, Unitary, District, Borough, and Metropolitan Councils. (Parish and Community Councils are also permissible users). See link:

<https://www.local.gov.uk/our-support/guidance-and-resources/communications-support/digital-councils/social-media/go-further/a-z-councils-online>

<https://www.local.gov.uk/topics>

<http://www.direct.gov.uk/en/DI1/Directories/Localcouncils/index.htm>

Northern Ireland: Administered across 26 Districts of Northern Ireland. See link:

<http://www.nidirect.gov.uk/local-councils-in-northern-ireland>

Scotland: Administered across 32 Council areas. See link:

Councils | COSLA

Wales: Administered across 22 Council areas. See link:

Find your local authority | GOV.WALES

Isle of Man: Administered across 22 local authorities, consisting of 4 town authorities, 2 district authorities, 2 village authorities, and 14 parish authorities.

<https://www.gov.im/categories/home-and-neighbourhood/local-authorities/local-authority-contacts/>

Channel Islands:

<https://www.gov.je/Government/Departments/Pages/default.aspx>

<https://www.gov.gg/article/152949/Government-Departments>

EMERGENCY SERVICES:

POLICE:

National

<https://www.btp.police.uk/>

<http://www.mod.police.uk>

<http://www.npas.police.uk/>

England

Home | [Police.uk](https://www.police.uk) ([www.police.uk](https://www.police.uk))

<https://www.gov.uk/government/organisations/civil-nuclear-constabulary>

Northern Ireland

<https://www.police.uk/northern-ireland/>

Scotland

<http://www.scotland.police.uk/>

<https://www.gov.uk/government/organisations/civil-nuclear-constabulary>

Wales

<https://www.dyfed-powys.police.uk/>

Home | Gwent Police

Home | North Wales Police

<https://www.police.uk/south-wales/>

<https://www.gov.uk/government/organisations/civil-nuclear-constabulary>

Isle of Man

<https://www.iompolice.im/>

Channel Islands

<https://jersey.police.uk/>

<http://www.guernsey.police.uk/>

FIRE and RESCUE

UK – England, Scotland, Northern Ireland, Wales, IOM

<http://www.fireservice.co.uk/information/ukfrs/>

<https://www.ukfirestations.co.uk/brigades>

Channel Islands

<https://www.gov.je/Government/Departments/HomeAffairs/Pages/default.aspx>

## MARITIME AND COASTGUARD AGENCY

UK – England, Scotland, Northern Ireland, Wales, IOM

<https://www.gov.uk/government/organisations/maritime-and-coastguard-agency/about/access-and-opening>

Isle of Man

<https://www.gov.im/coastguard>

Channel Islands

<http://www.ports.je/JerseyCoastguard/Pages/default.aspx>

<https://www.rnli.org.gg/guernseys-lifeboat/>

## NHS/HEALTH BODIES AND AMBULANCE SERVICES:

England

<https://www.nhs.uk/servicedirectories/pages/nhstrustlisting.aspx>

East Midlands Ambulance Service NHS Trust

<http://www.emas.nhs.uk>

East of England Ambulance Service NHS Trust

<http://www.eastamb.nhs.uk>

London Ambulance Service NHS Trust

<http://www.londonambulance.nhs.uk>

North East Ambulance Service NHS Foundation Trust

<http://www.neas.nhs.uk>

North West Ambulance Service NHS Trust

<http://www.nwas.nhs.uk>

South Central Ambulance Service NHS Foundation Trust

<http://www.southcentralambulance.nhs.uk>

South East Coast Ambulance Service NHS Foundation Trust

<http://www.secamb.nhs.uk>

South Western Ambulance Service NHS Foundation Trust

<https://www.swast.nhs.uk/welcome>

West Midlands Ambulance Service NHS Trust

<http://www.wmas.nhs.uk>

Yorkshire Ambulance Service NHS Trust

<http://www.yas.nhs.uk>

Northern Island

<http://www.hscni.net/index.php?link=trusts>

<http://www.niamb.co.uk/>

Scotland

<https://www.scot.nhs.uk/organisations/>

<http://www.scottishambulance.com/WhatWeDo/Default.aspx>

Wales

<http://www.wales.nhs.uk/nhswalesaboutus/structure>

<https://www.ambulance.wales.nhs.uk/>

Isle of Man

<https://www.gov.im/about-the-government/departments/health-and-social-care/>

<https://www.gov.im/categories/health-and-wellbeing/isle-of-man-ambulance-service/>

Channel Islands

<https://www.gov.je/Government/Departments/HealthSocialServices/Pages/index.aspx>

<https://www.gov.gg/article/119652/Health-Social-Care--Wellbeing>

<https://www.gov.je/pages/contacts.aspx?contactid=87>

St John Ambulance Cymru - Wales' leading first aid charity ([sjacymru.org.uk](http://sjacymru.org.uk))

#### CENTRAL GOVERNMENT DEPARTMENTS AND THEIR AGENCIES:

<http://www.direct.gov.uk/en/DI1/Directories/A-ZOfCentralGovernment/index.htm>

#### REGISTERED SOCIAL LANDLORDS:

Government-funded, not-for-profit organisations that provide affordable housing. They include housing associations, trusts and cooperatives.

##### England

<https://www.gov.uk/government/publications/current-registered-providers-of-social-housing>

##### Scotland

<https://directory.scottishhousingregulator.gov.uk/Pages/Datasets-and-Reports.aspx>

##### Northern Ireland

<https://www.nidirect.gov.uk/contacts/housing-associations>

##### Wales

<https://gov.wales/>

##### Isle of Man

<https://www.gov.im/categories/home-and-neighbourhood/affordable-housing/public-sector-housing/housing-authority-contacts/>

##### Channel Islands

<https://www.gov.je/Home/RentingBuying/OtherRentalOptions/Pages/OtherHousing.aspx>

<http://www.gha.gg/>



## EDUCATIONAL ESTABLISHMENTS:

Nursery, primary, middle or high Schools, secondary Schools, Academies, free Schools, special Schools, Pupil Referral Units (PRU), further education colleges, universities.

UK – England, Scotland, Northern Ireland, Wales

<http://www.schoolswebdirectory.co.uk/index.php>

<https://get-information-schools.service.gov.uk/>

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

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

Isle of Man

<https://www.gov.im/categories/education-training-and-careers/schools-and-colleges/>

Channel Islands

<https://www.gov.je/Education/Schools/FindingSchool/Pages/default.aspx>

<https://www.gov.gg/article/163185/Education-Working--Retiring>

## CHARITIES

England and Wales

<https://www.gov.uk/government/organisations/charity-commission>

Scotland

<http://www.oscr.org.uk/>

Northern Ireland

<https://www.charitycommissionni.org.uk/charity-search/>

Isle of Man

Isle of Man Government - Charities

Channel Islands

<http://www.jerseycharities.org/members>

<http://www.charity.org.gg/Find>

Suppliers are advised that the Contracting Authority, its Affiliates and/or Member Authorities, reserve the right to supply the tendered Goods, Services, and commodities to companies that have a majority public sector ownership by any of the public sector bodies referred to above during the Framework Agreement period as stated in this document, for the purpose of selling to other public, private and third sector organisations. Suppliers are advised that the Contracting Authority, its Affiliates and/or Member Authorities, reserve the right to supply the tendered Goods, Services, and commodities to companies that have a majority public sector ownership by any of the public sector bodies referred to above during the Framework Agreement period as stated in this document, for the purpose of selling to other public, private and third sector organisations.

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

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

Commercial Services Kent Ltd

1 Abbey Wood Road, Kings Hill

West Malling

ME19 4YT

Country

United Kingdom