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Tender

Specialist Print Services

Office of the Sussex Police & Crime Commissioner

F02: Contract notice

Notice identifier: 2023/S 000-032134

Procurement identifier (OCID): ocds-h6vhtk-041083

Published 31 October 2023, 1:05pm

Section I: Contracting authority

I.1) Name and addresses

Office of the Sussex Police & Crime Commissioner

Sackville House, Brooks Close, Lewes, East Sussex

Lewes

BN7 2FZ

Contact

Paige Ward

Email

Paige.Ward@sussex.police.uk

Country

United Kingdom

Region code

UK - United Kingdom

National registration number

N/A

Internet address(es)

Main address

<https://www.sussex-pcc.gov.uk>

I.3) Communication

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

https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=74597&B=BLUELIGHT

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

https://uk.eu-supply.com/app/rfq/rwlenrance_s.asp?PID=74597&B=BLUELIGHT

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

Public order and safety

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Specialist Print Services

Reference number

JPS1004

II.1.2) Main CPV code

- 79810000 - Printing services

II.1.3) Type of contract

Services

II.1.4) Short description

This tender opportunity is for the award of contracts for Sussex and Surrey Police for specialist print services which has been broken down into two lots:

Lot 1: Traditional Print

Lot 2: Large Format (A1 and larger) and Printing on different materials

Each Authority will be awarding contracts to suppliers within a 35 miles radius of the Authorities HQ:

Surrey Police Headquarters: Mount Browne, Guildford, Surrey, GU1 9PE

Sussex Police Headquarters: Church Lane, Lewes, East Sussex, BN7 2DZ

Suppliers will have the opportunity to bid for one or both lots for the relevant authority.

Contracts will be for 24 months with an additional 24 months available extension.

II.1.5) Estimated total value

Value excluding VAT: £280,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 2

II.2) Description

II.2.1) Title

Specialist Print Services

Lot No

1

II.2.2) Additional CPV code(s)

- 79800000 - Printing and related services
- 79820000 - Services related to printing
- 79821000 - Print finishing services
- 79823000 - Printing and delivery services
- 79824000 - Printing and distribution services

II.2.3) Place of performance

NUTS codes

- UK - United Kingdom

Main site or place of performance

Lewes

II.2.4) Description of the procurement

This tender opportunity is for the award of contracts for Sussex and Surrey Police for specialist print services which has been broken down into two lots:

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Contracts will be for 24 months with an additional 24 months available extension.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 70%

Price - Weighting: 30%

II.2.6) Estimated value

Value excluding VAT: £280,000

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

Start date

1 February 2024

End date

31 January 2028

This contract is subject to renewal

Yes

Description of renewals

Initial contract period 24 months with a further 24 months available extension.

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers

List and brief description of conditions

Suppliers must be within 35 miles of Sussex or Surrey HQ.

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

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: No

IV.2) Administrative information

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

Date

30 November 2023

Local time

12:00pm

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: 28 February 2024

IV.2.7) Conditions for opening of tenders

Date

30 November 2023

Local time

12:00pm

Information about authorised persons and opening procedure

Bids will not be opened prior to the closing date of 30.11.23 12:00

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

Police and Crime Commissioner for Sussex

Lewes

Country

United Kingdom