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Contract

## **Provision of a Printing, Binding, Enveloping, Mailing & e-Billing Service**

Inverclyde Council

F03: Contract award notice

Notice identifier: 2025/S 000-032638

Procurement identifier (OCID): ocids-h6vhtk-04fd89

Published 16 June 2025, 2:44pm

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

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

Inverclyde Council

Corporate Procurement, Municipal Buildings, Clyde Square

Greenock

PA15 1LX

#### **Contact**

Daniel ODonnell

#### **Email**

[daniel.odonnell@inverlcuyde.gov.uk](mailto:daniel.odonnell@inverlcuyde.gov.uk)

#### **Telephone**

+44 1475712364

#### **Country**

United Kingdom

**NUTS code**

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

**Internet address(es)**

Main address

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

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00168](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00168)

**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**

Provision of a Printing, Binding, Enveloping, Mailing & e-Billing Service

Reference number

CP0588/FIN

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

- 79571000 - Mailing services

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

Services

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

Award notification for the Provision of a Printing, Binding, Enveloping, Mailing & e-Billing Service for Inverclyde Council.

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

This contract is divided into lots: No

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £139,484.67

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

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

- 79571000 - Mailing services

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

NUTS codes

- UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Main site or place of performance

Inverclyde

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

Award notification for the below requirement:

Inverclyde Council is seeking a high-quality provider of Printing, Binding, Enveloping, Mailing, and e-Billing services. The appointed contractor will be required to supply and deliver a wide range of services, from single to full-colour print, with various finishing options. Suppliers must be capable of meeting tight deadlines, delivering to multiple locations across the Council area, and liaising with a range of internal departments.

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

Quality criterion - Name: Contract Mobilisation and Management / Weighting: 20

Quality criterion - Name: Data Security and Compliance / Weighting: 4

Quality criterion - Name: Innovation, Added Value, and Cost Efficiency / Weighting: 4

Quality criterion - Name: Sustainability and Environmental Impact / Weighting: 3

Quality criterion - Name: Business Continuity and Risk Management / Weighting: 3

Quality criterion - Name: Fair Work First (Fair Working Practices) / Weighting: 3

Quality criterion - Name: Social Value / Weighting: 3

Price - Weighting: 60

#### **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**

Please refer to Tender Documents

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

Notice number: [2025/S 000-013170](#)

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## **Section V. Award of contract**

### **Contract No**

CPO588/FIN

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

16 June 2025

#### **V.2.2) Information about tenders**

Number of tenders received: 4

Number of tenders received from SMEs: 3

Number of tenders received from tenderers from other EU Member States: 1

Number of tenders received from tenderers from non-EU Member States: 3

Number of tenders received by electronic means: 4

The contract has been awarded to a group of economic operators: No

**V.2.3) Name and address of the contractor**

Critiqom Ltd

Phoenix Crescent, Strathclyde Business Park

Bellshill

ML4 3NJ

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £139,484.67

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## **Section VI. Complementary information**

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

(SC Ref:801792)

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

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

Greenock Sherriff Court

Sheriff Court House, 1 Nelson Street

Greenock

PA15 1TR

Country

United Kingdom