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Tender

Stationery and Office Products

East Riding of Yorkshire Council

F02: Contract notice

Notice identifier: 2023/S 000-033873

Procurement identifier (OCID): ocds-h6vhtk-041a49

Published 16 November 2023, 9:50am

Section I: Contracting authority

I.1) Name and addresses

East Riding of Yorkshire Council

County Hall, Cross Street,

Beverley

HU17 9BA

Contact

Daniel Lancaster

Email

daniel.lancaster@eastriding.gov.uk

Country

United Kingdom

Region code

UKE12 - East Riding of Yorkshire

National registration number

647 4711 23

Internet address(es)

Main address

<https://www.eastriding.gov.uk>

Buyer's address

<https://uk.eu-supply.com/ctm/Company/CompanyInformation/Index/103298>

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=74732&B=UK

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=74732&B=UK

Tenders or requests to participate must be submitted to the above-mentioned address

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Stationery and Office Products

Reference number

1007-23

II.1.2) Main CPV code

- 30192700 - Stationery

II.1.3) Type of contract

Supplies

II.1.4) Short description

Stationery and Office Products

II.1.5) Estimated total value

Value excluding VAT: £758,153

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 18923000 - Pouches and wallets
- 18923200 - Wallets
- 22815000 - Notebooks

- 22816200 - Shorthand notebook
- 22831000 - Refills for school notebooks
- 30124400 - Staple cartridges
- 30192100 - Erasers
- 30192133 - Pencil sharpeners
- 30192910 - Correction film or tape
- 30197100 - Staples, tacks, drawing pins
- 30197110 - Staples
- 30197300 - Letter openers, staplers and hole punches
- 30197320 - Staplers
- 30197321 - Staple removers
- 30199000 - Paper stationery and other items
- 30199200 - Envelopes, letter cards and plain postcards
- 30199230 - Envelopes
- 30199600 - Dividers for stationery
- 30199710 - Printed envelopes
- 30199711 - Printed window envelopes
- 30199712 - Printed non-window envelopes
- 39241200 - Scissors
- 39292500 - Rulers
- 39541130 - String

II.2.3) Place of performance

NUTS codes

- UKE12 - East Riding of Yorkshire

II.2.4) Description of the procurement

Stationery and Office Products

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £758,153

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

Start date

13 March 2024

End date

29 February 2028

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

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

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.1.3) 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: 10

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

20 December 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

Duration in months: 3 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

20 December 2023

Local time

12:00pm

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

The High Court

The Royal Courts of Justice, The Strand,

London

WC2A 2LL

Country

United Kingdom

Internet address

<https://courtribunalfinder.service.gov.uk/courts/royal-courts-of-justice>

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

Such information must be requested from East Riding of Yorkshire Council. If an appeal regarding the award of the contract has not been successfully resolved, the public contracts regulations 2015 provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the high court (England, Wales, Northern Ireland)