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Tender

## **MSE Office Supplies, Furniture & Print Services DPS.**

MSE Group  
NHS  
Local Authority  
Public Sector

F02: Contract notice

Notice identifier: 2022/S 000-034346

Procurement identifier (OCID): ocds-h6vhtk-038aa6

Published 5 December 2022, 1:46pm

The closing date and time has been changed to:

**23 January 2023, 9:00am**

See the [change notice](#).

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

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

MSE Group

Britannia House, Unit 12-14, Britannia Business Park

Southend

SS2 6GE

#### **Email**

[theo.filipiev@nhs.net](mailto:theo.filipiev@nhs.net)

#### **Telephone**

+44 1702435555

**Country**

United Kingdom

**NUTS code**

UKH3 - Essex

**Internet address(es)**

Main address

[www.mse.nhs.uk](http://www.mse.nhs.uk)

Buyer's address

[www.mse.nhs.uk](http://www.mse.nhs.uk)

**I.1) Name and addresses**

NHS

Britannia House, Unit 12-14

Southend

SS2 6GE

**Email**

[theo.filipiev@nhs.net](mailto:theo.filipiev@nhs.net)

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

[www.mse.nhs.uk](http://www.mse.nhs.uk)

Buyer's address

[www.mse.nhs.uk](http://www.mse.nhs.uk)

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

Local Authority

Britannia House, Unit 12-14

Southend

SS2 6GE

#### **Email**

[theo.filipiev@nhs.net](mailto:theo.filipiev@nhs.net)

#### **Country**

United Kingdom

#### **NUTS code**

UK - United Kingdom

#### **Internet address(es)**

Main address

[www.mse.nhs.uk](http://www.mse.nhs.uk)

Buyer's address

[www.mse.nhs.uk](http://www.mse.nhs.uk)

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

Public Sector

Britannia House, Unit 12-14

Southend

SS2 6GE

**Email**

[theo.filipiev@nhs.net](mailto:theo.filipiev@nhs.net)

**Country**

United Kingdom

**NUTS code**

UK - United Kingdom

**Internet address(es)**

Main address

[www.mse.nhs.uk](http://www.mse.nhs.uk)

Buyer's address

[www.mse.nhs.uk](http://www.mse.nhs.uk)

**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://suppliers.multiquote.com>

Additional information can be obtained from another address:

MSE Group

Britannia House, Unit 12-14, Britannia Business Park

Southend

SS2 6GE

**Email**

[theo.filipiev@nhs.net](mailto:theo.filipiev@nhs.net)

**Telephone**

+44 1702435555

**Country**

United Kingdom

**NUTS code**

UKH3 - Essex

**Internet address(es)**

Main address

[www.mse.nhs.uk](http://www.mse.nhs.uk)

Buyer's address

[www.mse.nhs.uk](http://www.mse.nhs.uk)

Tenders or requests to participate must be submitted electronically via

<https://suppliers.multiquote.com>

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

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

MSE Office Supplies, Furniture & Print Services DPS.

Reference number

CA11456 - PMSB938

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

- 30192000 - Office supplies

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

Supplies

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

MSE Office Supplies, Furniture & Print Services DPS.

The DPS will provide participating authorities with the opportunity to carry out further competition between admitted tenderers for Office Supplies, Furniture and Print Services.

This DPS is available for use by any authority in the United Kingdom.

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

Value excluding VAT: £200,000,000

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

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots

5

Maximum number of lots that may be awarded to one tenderer: 5

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

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

Lot 1 Office supplies

Lot No

1

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

- 30199000 - Paper stationery and other items
- 30192700 - Stationery
- 42962000 - Printing and graphics equipment
- 30232110 - Laser printers
- 30100000 - Office machinery, equipment and supplies except computers, printers and furniture
- 30122000 - Office-type offset printing machinery
- 30190000 - Various office equipment and supplies
- 30000000 - Office and computing machinery, equipment and supplies except furniture and software packages
- 30125100 - Toner cartridges
- 30192000 - Office supplies
- 30120000 - Photocopying and offset printing equipment
- 30232100 - Printers and plotters

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

UK

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

Lot 1 will be for office supplies which include but not limited to:

- personal protection equipment (non-medical) such as hand sanitiser, anti-bacterial

wipes, masks, safety clothing, hard hats, first aid kits, fire blankets, first aid foil blankets, CO2 fire extinguishers and eye protectors

- a range of office and electronic office supplies
- art supplies, teaching supplies, schoolbooks, exercise books, exercise paper
- janitorial products such as washroom supplies and washing-up liquid, refuse sacks
- catering supplies like tea, coffee, milk, and biscuits
- a selection of ergonomic equipment and supplies – chairs, mouse, keyboards
- electronic office supplies such as fax, ink, and printer toner cartridges
- electronic storage media and peripherals (such as USB, mouse, external hard drives)
- fax machines
- calculators
- paper shredders
- laminators

#### **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: £40,000,000

#### **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) Description**

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

Lot 2 Furniture

Lot No

2

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

- 39000000 - Furniture (incl. office furniture), furnishings, domestic appliances (excl. lighting) and cleaning products
- 39100000 - Furniture

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

uk

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

Lot 2 will be for furniture which include but not limited to:

- Furniture for use in office settings e.g. office desks and workstations, office seating, office storage, general sundry items, conference room furniture, break-out furniture.
- Furniture for use in a Patient Setting e.g. Waiting Room seating, beam seating,

- Secure Furniture eg key and document boxes, filing cabinets, security cupboards (and fixtures), office cupboards, computer containers
- Furniture in a residential setting e.g. beds, bedroom furniture, living room furniture, dining room furniture, residential seating, and additional sundry items.
- Perspex screens
- chairs and tables for pupils and teachers
- bespoke/fitted furniture
- Repair & Renovation Services including repair and renovation services for a range of furniture 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: £40,000,000

#### **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) Description**

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

Lot 3 White Goods

Lot No

3

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

- 30000000 - Office and computing machinery, equipment and supplies except furniture and software packages
- 39000000 - Furniture (incl. office furniture), furnishings, domestic appliances (excl. lighting) and cleaning products

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

UK

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

Lot 3 will be for white goods which include but not limited to:

- Televisions
- Fridges
- Washing Machines

### **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: £40,000,000

### **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) Description**

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

Lot 4 Print

Lot No

4

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

- 79810000 - Printing services
- 79820000 - Services related to printing
- 79800000 - Printing and related services
- 42962000 - Printing and graphics equipment

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

UK

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

Lot 4 will be for printing which include but not limited to:

- Printed Stationary eg (envelopes, labels, folders)
- Operational print (including brochures, leaflets, business cards, business stationary)
- Printed Packaging
- Command and house paper services (available through lot 1 only)
- Bulk printing

#### **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: £40,000,000

#### **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) Description**

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

Lot 5 Print Services

Lot No

5

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

- 79820000 - Services related to printing
- 79800000 - Printing and related services
- 79810000 - Printing services

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

NUTS codes

- UK - United Kingdom

Main site or place of performance

UK

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

Lot 5 will be for print services which include but not limited to:

- Secure print services and secure print items
- Print stock management and distribution
- Digital solutions and other methods of print output / delivery

- Pre-production services (typesetting, proofreading and translation services)
- Finishing services (binding, stamping, embossing or laminating)
- Scanning and microfiche services
- Secure shredding of confidential waste
- Media duplication services

#### **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: £40,000,000

#### **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

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## **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

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Restricted procedure

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

The procurement involves the setting up of a dynamic purchasing system

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

Originally published as:

Date

4 January 2023

Local time

12:00pm

Changed to:

Date

23 January 2023

Local time

9:00am

See the [change notice](#).

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

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## **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.3) Additional information**

This DPS covers the provision of Office Supplies, Furniture & Print Services.

The supply of general office supplies, including stationery, paper and electronic office supplies products.

The supply and delivery of a range of office and clinical furniture including but not limited to Orthopaedic chairs, chairs, desks, storage, beds, tables, meeting room furniture, screens, break out and steel storage for delivery direct to individual authority sites.

The authority requires print services for low to high volume print for a range of print services that may include, but not be limited to brochures, catalogues, marketing literature, information booklets, stationery, folders, NCR sets, envelopes and reports. Delivery is to be available nationally and the authority will deal directly with the awarded

suppliers.

The Authority intends to use reverse auctions as part of this initial call off and any subsequent call off/mini competitions from this DPS.

The Authority intends to use e-catalogue or e-Marketplace technology as part of this DPS where appropriate.

This Dynamic Purchasing System Agreement Office Supplies, Furniture and Print Services is for use by Contracting Authorities in the United Kingdom, British Overseas Territories, and Crown Dependencies, that exist on the publication date, and which fall into one or more of the following categories:

1. Any of the following:(a) Ministerial government departments;(b) Non ministerial government departments;(c) Executive agencies of government;(d) Non-Departmental Public Bodies (NDPBs), including advisory NDPBs, executive NDPBs, and tribunal NDPBs;(e) Assembly Sponsored Public Bodies (ASPBs);

(f) Police forces; (g) Fire and rescue services; (h) Ambulance services; (i) Maritime and coastguard agency services; (j) NHS bodies;(k) Educational bodies or establishments including state schools (nursery schools, primary schools, middle or high schools, secondary schools, special schools), academies, colleges, Pupil Referral Unit (PRU), further education colleges and universities; (l) Hospices; (m) National Parks; (n) Housing associations, including registered social landlords; (o) Third sector and charities; (p) Citizens advice bodies; (q) Councils, including county councils, district councils, county borough councils, community councils, London borough councils, unitary councils, metropolitan councils, parish councils; (r) Public corporations; (s) Public financial bodies or institutions; (t) Public pension funds; (u) Central banks; and (v) Civil service bodies, including public sector buying organisations.

2. Those listed and maintained by the Government on their website at <https://www.gov.uk/government/organisations> or any replacement or updated web-link.

3. Those listed and maintained by the Office of National Statistics (ONS) at <https://www.ons.gov.uk/economy/nationalaccounts/uksectoraccounts/datasets/publicsectorclassificationguide> or any replacement or updated web-link.

4. Those bodies in England, Wales, Scotland or Northern Ireland which are within the scope of the definition of "Contracting Authority" in regulation 2(1) of the Public Contracts Regulations 2015 (PCR) and/or Schedule 1 PCR.

This DPS qualification will be available for use for all contracting Authorities in United Kingdom for the length of the contract term.

Bidders wishing to qualify for this DPS can do so over the course of the Contract term to Qualify. Once Bidder has been qualified, they will receive Notification from any contracting authority that decides to utilize the DPS for a specific ITT (Invitation to Tender)

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

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

Southend University Hospital NHS Foundation Trust

Britannia House, Unit 11-13, Britannia Business Park, Comet Way

Southend

SS2 6GE

Email

[contracts.purchasing@southend.nhs.uk](mailto:contracts.purchasing@southend.nhs.uk)

Telephone

+44 1702435555

Country

United Kingdom

Internet address

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

##### **VI.4.2) Body responsible for mediation procedures**

Southend University Hospital NHS Foundation Trust

Britannia House, Unit 11-13, Britannia Business Park, Comet Way

Southend

SS2 6GE

Email

[contracts.purchasing@southend.nhs.uk](mailto:contracts.purchasing@southend.nhs.uk)

Telephone

+44 1702435555

Country

United Kingdom

Internet address

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

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

As per procurement documents

#### **VI.4.4) Service from which information about the review procedure may be obtained**

Southend University Hospital NHS Foundation Trust

Britannia House, Unit 11-13, Britannia Business Park, Comet Way

Southend

SS2 6GE

Email

[contracts.purchasing@southend.nhs.uk](mailto:contracts.purchasing@southend.nhs.uk)

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+44 1702435555

Country

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