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Contract

COV - Printing and mailing of Council Tax and Business Rates Annual Billing

Coventry City Council

F03: Contract award notice

Notice identifier: 2022/S 000-035144

Procurement identifier (OCID): ocids-h6vhtk-035ee5

Published 13 December 2022, 9:43am

Section I: Contracting authority

I.1) Name and addresses

Coventry City Council

The Council House, Earl Street

Coventry

CV1 5RR

Contact

Procurement services

Email

procurement.services@coventry.gov.uk

Telephone

+44 2476975232

Country

United Kingdom

NUTS code

UKG33 - Coventry

Internet address(es)

Main address

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

Buyer's address

<https://in-tendhost.co.uk/csw-jets>

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

COV - Printing and mailing of Council Tax and Business Rates Annual Billing

Reference number

COV - 14005

II.1.2) Main CPV code

- 79800000 - Printing and related services

II.1.3) Type of contract

Services

II.1.4) Short description

Coventry City Council are seeking to appoint a single supplier to provide the printing of Council Tax, Business Rates and Benefits annual billing. This will include personalisation and direct mailing needs for 2 years with the potential to extend for up to a further 2 years.

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: £400,000

II.2) Description

II.2.2) Additional CPV code(s)

- 79800000 - Printing and related services
- 79810000 - Printing services
- 79823000 - Printing and delivery services
- 79820000 - Services related to printing

II.2.3) Place of performance

NUTS codes

- UKG33 - Coventry

II.2.4) Description of the procurement

Coventry City Council are seeking to appoint a single supplier to provide the printing of Council Tax, Business Rates and Benefits annual billing. This will include personalisation and direct mailing needs for 2 years with the potential to extend for up to a further 2 years.

II.2.5) Award criteria

Price

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

The framework will be let for a 2 years period with the option to extend for a further 2 x 12 months until 31/1/2024 depending on the Council's requirements and supplier performance.

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

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: [2022/S 000-022601](#)

Section V. Award of contract

Contract No

COV14005

Title

Printing and Mailing of Council Tax and Business Rates Annual Billing

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

1 December 2022

V.2.2) Information about tenders

Number of tenders received: 9

Number of tenders received from SMEs: 6

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 9

Number of tenders received by electronic means: 9

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

V.2.3) Name and address of the contractor

Unifiedpost Limited

Manchester

Country

United Kingdom

NUTS code

- UKD33 - Manchester

National registration number

03732738

The contractor is an SME

Yes

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

Initial estimated total value of the contract/lot: £400,000

Total value of the contract/lot: £400,000

Section VI. Complementary information

VI.4) Procedures for review

VI.4.1) Review body

Coventry City Council

The Council House, Earl Street

Coventry

CV1 5RR

Country

United Kingdom