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Tender

External Mail, Print and Dispatch Services

Rhondda Cynon Taf CBC

F02: Contract notice

Notice identifier: 2022/S 000-035254

Procurement identifier (OCID): ocids-h6vhtk-038d17

Published 13 December 2022, 2:58pm

Section I: Contracting authority

I.1) Name and addresses

Rhondda Cynon Taf CBC

The Pavilions, Clydach Vale

Tonypandy

CF40 2XX

Email

procurement@rctcbc.gov.uk

Telephone

+44 1443

Country

United Kingdom

NUTS code

UKL15 - Central Valleys

Internet address(es)

Main address

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

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA0276

I.3) Communication

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

<https://etenderwales.bravosolution.co.uk>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://etenderwales.bravosolution.co.uk/>

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

<https://etenderwales.bravosolution.co.uk/>

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

External Mail, Print and Dispatch Services

II.1.2) Main CPV code

- 79810000 - Printing services

II.1.3) Type of contract

Services

II.1.4) Short description

The Council requires an external specialist in mail, print and dispatch services to support its duties across the Council. The Supplier must provide a solution to personalise, print and post a diverse range of documents, applying rules where required. Further detail is available in the tender documents.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 64216120 - Electronic mail services
- 79571000 - Mailing services

II.2.3) Place of performance

NUTS codes

- UKL15 - Central Valleys

II.2.4) Description of the procurement

The Council requires an external specialist in mail, print and dispatch services to support its duties across the Council, specifically including but not limited to; Revenues, Benefits, Payroll and Pensions and Electoral Services functions. The Supplier must fully support the Council in the delivery of its legal duties in relation to Elections on a National, Welsh

Government, and Local level.

The extension of data driven communications, via an automated online print and mailing solution is also required to meet changing operational demands.

II.2.5) Award criteria

Quality criterion - Name: Technical / Quality / Weighting: 30

Quality criterion - Name: Social Value / Weighting: 5

Price - Weighting: 65

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

up to 24 months

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

As per tender documents

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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

As stated in the tender 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: Yes

IV.2) Administrative information

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

Date

23 January 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

23 January 2023

Local time

12:00pm

Place

<https://etenderwales.bravosolution.co.uk/>

Information about authorised persons and opening procedure

<https://etenderwales.bravosolution.co.uk/>

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

NOTE: The authority is using eTenderwales to carry out this procurement process. To obtain further information record your interest on Sell2Wales at

https://www.sell2wales.gov.wales/search/search_switch.aspx?ID=127261

Under the terms of this contract the successful supplier(s) will be required to deliver Community Benefits in support of the authority's economic and social objectives.

Accordingly, contract performance conditions may relate in particular to social and environmental considerations. The Community Benefits included in this contract are:

Social Value will be applied to the contract. Further detail is available in the tender documents.

(WA Ref:127261)

VI.4) Procedures for review

VI.4.1) Review body

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom