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Tender

Printing of City Matters Residents Magazine

Belfast City Council

F02: Contract notice

Notice identifier: 2023/S 000-035426

Procurement identifier (OCID): ocds-h6vhtk-041e32

Published 1 December 2023, 8:49am

Section I: Contracting authority

I.1) Name and addresses

Belfast City Council

9 - 21 Adelaide Street

Belfast

BT2 8DJ

Email

cps@belfastcity.gov.uk

Country

United Kingdom

Region code

UKN06 - Belfast

Internet address(es)

Main address

www.belfastcity.gov.uk

I.3) Communication

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

www.e-sourcingni.bravosolution.co.uk

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

www.e-sourcingni.bravosolution.co.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

Printing of City Matters Residents Magazine

Reference number

T2457

II.1.2) Main CPV code

- 22000000 - Printed matter and related products

II.1.3) Type of contract

Supplies

II.1.4) Short description

Belfast City Council requires an experienced Contractor to print its residents magazine, City Matters (and other ad-hoc print requirements e.g., A5 events booklet or postcard).

II.1.5) Estimated total value

Value excluding VAT: £300,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 22100000 - Printed books, brochures and leaflets

II.2.3) Place of performance

NUTS codes

- UKN06 - Belfast

II.2.4) Description of the procurement

Belfast City Council requires an experienced Contractor to print its residents magazine, City Matters (and other ad-hoc print requirements).

City Matters is designed in-house and this tender is for the provision of a print service only. The Council currently publishes two editions per year –Summer (June) and Winter (November). The frequency is subject to change and may increase or reduce depending on corporate requirements and budgetary allowances.

II.2.5) Award criteria

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

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The contract shall be for an initial period of two years. The Council reserves the right to extend/renew the Contract for a further period of twelve months. Any extension may be subject to further approval by Council Committee, availability of funding and satisfactory performance of the Contractor.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: Yes

Description of options

See Schedule 1 - Specification.

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.1.8) 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

12 January 2024

Local time

12:00pm

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

English

IV.2.7) Conditions for opening of tenders

Date

12 January 2024

Local time

12:05pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 2026/7

VI.4) Procedures for review

VI.4.1) Review body

Royal Courts of Justice

Chichester Street

Belfast

BT1 3JF

Country

United Kingdom