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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](mailto:cps@belfastcity.gov.uk)

#### **Country**

United Kingdom

#### **Region code**

UKN06 - Belfast

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

Main address

[www.belfastcity.gov.uk](http://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](http://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](http://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

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## **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

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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**

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

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## **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