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Tender

KMCCW-078A Supply and Delivery of Election Materials

Kirklees Council

F02: Contract notice

Notice identifier: 2024/S 000-035993

Procurement identifier (OCID): ocds-h6vhtk-04b47a

Published 6 November 2024, 5:19pm

The closing date and time has been changed to:

9 December 2024, 1:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Kirklees Council

PO Box 1720

HUDDERSFIELD

HD169EL

Contact

Laura Burrell

Email

laura.burrell@kirklees.gov.uk

Telephone

+44 1484221000

Country

United Kingdom

Region code

UKE44 - Calderdale and Kirklees

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

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

I.3) Communication

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

<https://yortender.eu-supply.com>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://yortender.eu-supply.com>

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

KMCCW-078A Supply and Delivery of Election Materials

Reference number

KMCCW-078A

II.1.2) Main CPV code

- 64000000 - Postal and telecommunications services

II.1.3) Type of contract

Services

II.1.4) Short description

Kirklees Council are inviting tenders for the Supply and Delivery of Election Materials. The contract is for the production of documents required for all types of elections and referendums and electoral registration, administered by Electoral Services.

The contract is anticipated to start on 10 February 2025 and expire on 09 February 2029 with the option to extend for a further two periods of twelve months each.

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 22000000 - Printed matter and related products
- 48100000 - Industry specific software package
- 64100000 - Post and courier services
- 72512000 - Document management services

II.2.3) Place of performance

NUTS codes

- UKE44 - Calderdale and Kirklees

II.2.4) Description of the procurement

Kirklees Council are inviting tenders for the Supply and Delivery of Election Materials. The contract is for the production of documents required for all types of elections and referendums and electoral registration, administered by Electoral Services.

The contract is anticipated to start on 10 February 2025 and expire on 09 February 2029 with the option to extend for a further two periods of twelve months each.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Quality criterion - Name: Social Value / Weighting: 10

Price - Weighting: 30

II.2.6) Estimated value

Value excluding VAT: £1,680,000

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

Duration in months

72

This contract is subject to renewal

Yes

Description of renewals

The option to extend for a further two periods of twelve months each

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: 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

In accordance with: (i) Article 57 to 60 of Directive 2014/24/EU of the European Parliament and of the European Council; and (ii) Regulations 57 to 60 of the Public Contracts 2015 (SI 2015/102) (the 'Regulations'), which require or permit the contracting authority not to select or to treat as ineligible, economic operators, the contracting authority reserves the right to exclude any economic operator whom they deem to not satisfy any criteria outlined within the scoring matrices contained within the standard selection questionnaire ('SQ') within the

Tenderers' Submission Document, which is available to download at: <https://yortender.eusupply.com> (<https://yortender.eusupply.com>) or is available at the address set out in Sections I.1) and I.3) of this Notice above

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

Originally published as:

Date

6 December 2024

Local time

1:00pm

Changed to:

Date

9 December 2024

Local time

1:00pm

See the [change notice](#).

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: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

6 December 2024

Local time

1:01pm

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

Provided that the tender is submitted fully in accordance with the requirements set out within the Specification and the remaining sections of the procurement documents, the contract will be awarded on the basis of the Most Economically Advantageous Tender based on 60% Quality, 10% Social Value and 30% Price.

Further specifics on the above award criteria can be found in the procurement documentation that is available to access at <https://yortender.eu-supply.com> (<https://yortender.eu-supply.com>)

VI.4) Procedures for review

VI.4.1) Review body

High Court of England and Wales

n/a

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

In accordance with Regulation 86 (Notices of decisions to award a contract or conclude a framework), Regulation 87 (Standstill periods) and Chapter 6 (Applications to Court) of the Public Contracts Regulations 2015 (SI 2015/102), the contracting authority incorporated a

minimum ten (10) calendar day standstill period at the point that

information on the award of the Contract was communicated to economic operators. This period allowed any unsuccessful economic operator(s) to seek further debriefing from the contracting authority before the award of the Contract to the successful economic operators. Such additional information should be requested from the address at Sections I.1 and I.3 of this Notice above. If an appeal regarding the award of the Contract has not been successfully resolved, then the Public Contracts Regulations 2015 (SI 2015/102) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be started within thirty(30) days beginning with the date when the aggrieved party first knew or sought to have grounds for starting the proceedings had arisen. The Court may extend the time limited for starting proceedings where the Court considers that there is a good reason for doing so, but not so as to permit proceedings to be started more than three (3) months after that date. Where the Contract has not been awarded, the Court may order the setting aside of the award decision or order the contracting authority to amend any document and may award damages. If however the Contract has been awarded, the Court may only award damages or, where the contract award procedures have not been followed correctly, declare the Contract to be ineffective