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Tender

668 - Print Services

Aston University

F02: Contract notice

Notice identifier: 2022/S 000-036402

Procurement identifier (OCID): ocds-h6vhtk-0393c9

Published 22 December 2022, 2:12pm

Section I: Contracting authority

I.1) Name and addresses

Aston University

Aston Triangle

Birmingham

B4 7ET

Contact

Mr Jacob Rankine

Email

j.rankine@aston.ac.uk

Telephone

+44 1212043000

Country

United Kingdom

Region code

UKG31 - Birmingham

Internet address(es)

Main address

<http://www.aston.ac.uk>

Buyer's address

<http://www.aston.ac.uk>

I.3) Communication

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

<https://procontract.duenorth.com/Advert/Index?advertId=559c3441-eb81-ed11-811c-005056b64545>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.duenorth.com/Advert/Index?advertId=559c3441-eb81-ed11-811c-005056b64545>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

Education

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

668 - Print Services

Reference number

DN644836

II.1.2) Main CPV code

- 22000000 - Printed matter and related products

II.1.3) Type of contract

Supplies

II.1.4) Short description

Aston University is seeking to appoint 4 suppliers to create and establish a Print Services Framework with options to extend the appointment subject to the mutual agreement of the parties.

The lot structure is as follows:

Lot 1 - Corporate Stationery (1 supplier required)

Lot 2 - General Print (2 suppliers required)

Lot 3 - Prospectuses and Large Campaigns (1 supplier required)

Following the first stage (SQ), the following top scoring suppliers will move to the second (ITT) stage:

Lot 1 - Corporate Stationery (maximum of 3 suppliers)

Lot 2 - General Print (maximum of 6 suppliers)

Lot 3 - Prospectuses and Large Campaigns (maximum of 3 suppliers)

Print Services suppliers will be expected to work directly with different Aston departments, as well as our internal and external design team where appropriate.

Tenderers are invited to bid for a single lot or multiple lots of their choice.

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 3

II.2) Description

II.2.1) Title

Corporate Stationery

Lot No

1

II.2.2) Additional CPV code(s)

- 22000000 - Printed matter and related products

II.2.3) Place of performance

NUTS codes

- UKG31 - Birmingham

II.2.4) Description of the procurement

Corporate Stationery

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

48

This contract is subject to renewal

Yes

Description of renewals

36 Months with the option to extend by 12 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

II.2.14) Additional information

The University has some ERDF projects that will use EU funding, which may utilise this contract.

II.2) Description

II.2.1) Title

General Print

Lot No

2

II.2.2) Additional CPV code(s)

- 22000000 - Printed matter and related products

II.2.3) Place of performance

NUTS codes

- UKG31 - Birmingham

II.2.4) Description of the procurement

General Print

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

48

This contract is subject to renewal

Yes

Description of renewals

36 Months with the option to extend by 12 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

II.2.14) Additional information

The University has some ERDF projects that will use EU funding, which may utilise this contract.

II.2) Description

II.2.1) Title

Prospectuses & Large Campaigns

Lot No

3

II.2.2) Additional CPV code(s)

- 22000000 - Printed matter and related products

II.2.3) Place of performance

NUTS codes

- UKG31 - Birmingham

II.2.4) Description of the procurement

Prospectuses & Large Campaigns

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

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II.2.14) Additional information

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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

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Suppliers will be expected to maintain KPIs as per the agreed service level agreement.

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 4

In the case of framework agreements, provide justification for any duration exceeding 4 years:

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: No

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.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

8 February 2023

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)

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: Next tender exercise is expected to commence in approximately October 2026.

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.4) Procedures for review

VI.4.1) Review body

Aston University

Birmingham

Email

n.bayliss@aston.ac.uk

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

This must be done as soon as the bidder is notified of an unsuccessful bid unless the notification communicates otherwise.