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Tender

## **Distribution of the Sandwell Herald 2024 to 2026**

Sandwell Metropolitan Borough Council

F02: Contract notice

Notice identifier: 2023/S 000-037131

Procurement identifier (OCID): ocds-h6vhtk-042679

Published 18 December 2023, 2:28pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Sandwell Metropolitan Borough Council

Sandwell Council House, Freeth Street

Oldbury

B69 3DB

#### **Contact**

Neil Whitehouse

#### **Email**

[michelle\\_hackwood@sandwell.gov.uk](mailto:michelle_hackwood@sandwell.gov.uk)

#### **Country**

United Kingdom

#### **NUTS code**

UKG37 - Sandwell

**Internet address(es)**

Main address

[www.sandwell.gov.uk](http://www.sandwell.gov.uk)

Buyer's address

[www.sandwell.gov.uk](http://www.sandwell.gov.uk)

**I.3) Communication**

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

<https://in-tendhost.co.uk/sandwellmbc>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://in-tendhost.co.uk/sandwellmbc>

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**

Distribution of the Sandwell Herald 2024 to 2026

Reference number

SMBC 23090

#### **II.1.2) Main CPV code**

- 79824000 - Printing and distribution services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

The Sandwell Herald is the council's newspaper for residents. The Herald is designed fully in-house and print is handled through a separate contract. Sandwell Council's Communications and Corporate Affairs Team requires a contractor to handle the distribution of approximately 146,825 copies of the Sandwell Herald newspaper in line with its current look for up to six editions for the period 05 February 2024 to 31 January 2026. The number of editions over the two-year contract, pagination and quantities required will be subject to budget and demand. Public Health Booklets Distribution and Print Sandwell Council's Public Health Team is expecting to publish up to three booklets over two years – this includes two winter booklets (anticipated to distribute in late November 2025 and late November 2026), with the potential for one further booklet at some point during the two-year contract.

#### **II.1.5) Estimated total value**

Value excluding VAT: £211,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

### **II.2) Description**

#### **II.2.2) Additional CPV code(s)**

- 79824000 - Printing and distribution services
- 64111000 - Postal services related to newspapers and periodicals

### **II.2.3) Place of performance**

NUTS codes

- UKG37 - Sandwell

### **II.2.4) Description of the procurement**

The Sandwell Herald is the council's newspaper for residents. The Herald is designed fully in-house and print is handled through a separate contract. Sandwell Council's Communications & Corporate Affairs Team requires a contactor to handle the distribution of approximately 146,825 copies of the Sandwell Herald newspaper in line with its current look for up to six editions for the period 05 February 2024 to 31 January 2026. The number of editions over the two-year contract, pagination and quantities required will be subject to budget and demand. Public Health Booklets Distribution and Print Sandwell Council's Public Health Team is expecting to publish up to three booklets over two years – this includes two winter booklets (anticipated to distribute in late November 2025 and late November 2026), with the potential for one further booklet at some point during the two-year contract.

### **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**

Start date

5 February 2024

End date

31 January 2026

This contract is subject to renewal

Yes

Description of renewals

Contract to be renewed in 2 years subject to future budgetary funding

### **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

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## **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

Please refer to the ITT documents

#### **III.1.2) Economic and financial standing**

List and brief description of selection criteria

Please refer to the ITT documents

Minimum level(s) of standards possibly required

Please refer to the ITT documents

#### **III.1.3) Technical and professional ability**

List and brief description of selection criteria

Please refer to the ITT documents

Minimum level(s) of standards possibly required

Please refer to the ITT 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

19 January 2024

Local time

3:00pm

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

English

#### **IV.2.7) Conditions for opening of tenders**

Date

19 January 2024

Local time

3:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

The High Court of England

Royal Court of Justice the Strand

London

WC2A 2LL

Country

United Kingdom