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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): ocids-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

Country

United Kingdom

NUTS code

UKG37 - Sandwell

Internet address(es)

Main address

<http://www.sandwell.gov.uk>

Buyer's address

<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

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

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

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