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Tender

## **Cash collection and processing, Mail courier and security services**

High Peak Borough Council

F02: Contract notice

Notice identifier: 2024/S 000-038833

Procurement identifier (OCID): ocds-h6vhtk-04c1ab

Published 2 December 2024, 9:51pm

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

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

High Peak Borough Council

Town Hall

BUXTON

SK176EL

#### **Contact**

Procurement team

#### **Email**

[procurement@staffsmoorlands.gov.uk](mailto:procurement@staffsmoorlands.gov.uk)

#### **Telephone**

+44 3451297777

#### **Country**

United Kingdom

**Region code**

UKF13 - South and West Derbyshire

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

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

**I.3) Communication**

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

<https://supplystokeandstaffs.proactishosting.com/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://supplystokeandstaffs.proactishosting.com/>

**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**

Cash collection and processing, Mail courier and security services

Reference number

P5546\_ DN\_753643

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

- 64120000 - Courier services

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

Services

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

High Peak Borough Council and Staffordshire Moorlands district council wish to appoint a suitably experienced and competent service provider through a competitive tender exercise to provide the security and courier services as detailed in the specification.

This exercise is being managed through the Council's Electronic tendering system Proactis. To Register an Interest and submit a tender for this opportunity please click on the link below,

Project reference number DN753643

<https://supplystokeandstaffs.proactishosting.com/>

You will need to register or log in (if you have already registered).

Reference: P5546

Closing date and time: Monday 13th January 2025 12:00 (Noon)

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

This contract is divided into lots: No

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

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

- 64100000 - Post and courier services
- 79710000 - Security services

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

NUTS codes

- UKF - East Midlands (England)
- UKG - West Midlands (England)

Main site or place of performance

High Peak and Staffordshire Moorlands

delivery and collection locations

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

High Peak Borough Council and Staffordshire Moorlands district council wish to appoint a suitably experienced and competent service provider through a competitive tender exercise to provide the security and courier services as detailed in the specification.

This exercise is being managed through the Council's Electronic tendering system Proactis. To Register an Interest and submit a tender for this opportunity please click on the link below,

Project reference number DN753643

<https://supplystokeandstaffs.proactishosting.com/>

You will need to register or log in (if you have already registered). If you have any queries or need assistance please contact us.

Reference: P5546

Closing date and time: Monday 13th January 2025 12:00 (Noon)

### **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

1 April 2025

End date

31 March 2027

This contract is subject to renewal

Yes

Description of renewals

one (1) plus one (1) plus one (1) optional renewal

**II.2.10) Information about variants**

Variants will be accepted: No

**II.2.11) Information about options**

Options: No

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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

13 January 2025

Local time

12:00pm

#### **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: 12 (from the date stated for receipt of tender)

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

Date

13 January 2025

Local time

1:00pm

Place

The tender will be opened electronically by a member of the procurement team

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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: Estimated time for another notice to be published 48 months

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic payment will be used

### **VI.3) Additional information**

The contracting authorities will be High Peak Borough Council and Staffordshire Moorlands district Council

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

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

High Court of Justice England and Wales

The Strand

London

Country

United Kingdom

#### **VI.4.4) Service from which information about the review procedure may be obtained**

High Peak Borough Council and Staffordshire Moorlands District council

Buxton & Leek

ST13 6HQ

Email

[procurement@staffs Moorlands.gov.uk](mailto:procurement@staffs Moorlands.gov.uk)

Country

United Kingdom