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Planning

Provision of Election Services

Angus Council

Dundee City Council

Perth & Kinross Council

F01: Prior information notice

Prior information only

Notice identifier: 2024/S 000-038871

Procurement identifier (OCID): ocds-h6vhtk-04c1bc

Published 3 December 2024, 11:29am

Section I: Contracting authority

I.1) Name and addresses

Angus Council

Angus House, Orchardbank Business Park

Forfar

DD8 1AP

Email

Procurement@angus.gov.uk

Telephone

+44 3452777778

Country

United Kingdom

NUTS code

UKM71 - Angus and Dundee City

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00236

I.1) Name and addresses

Dundee City Council

Dundee House, 50 North Lindsay Street

Dundee

DD1 1QE

Email

eprocurement@dundeecity.gov.uk

Telephone

+44 1382434000

Country

United Kingdom

NUTS code

UKM71 - Angus and Dundee City

Internet address(es)

Main address

www.dundeecity.gov.uk

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00220

I.1) Name and addresses

Perth & Kinross Council

2 High Street

Perth

PH1 5PH

Email

contracts@pkc.gov.uk

Telephone

+44 1738475000

Country

United Kingdom

NUTS code

UKM77 - Perth & Kinross and Stirling

Internet address(es)

Main address

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

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00372

I.2) Information about joint procurement

The contract involves joint procurement

I.3) Communication

Additional information can be obtained from the above-mentioned address

Electronic communication requires the use of tools and devices that are not generally available. Unrestricted and full direct access to these tools and devices is possible, free of charge, at

www.publiccontractsscotland.gov.uk

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

Provision of Election Services

II.1.2) Main CPV code

- 72140000 - Computer hardware acceptance testing consultancy services

II.1.3) Type of contract

Services

II.1.4) Short description

Angus Council, Dundee City Council and Perth & Kinross Council has a requirement to place a contract with an external service provider or providers for the provision of Electoral Services from 2025 initially to 2028 to cover any Scottish Parliamentary Elections, UK Parliamentary Elections, Local Government Elections, Local Government By Elections or Referendum.

This is to include:

1. Printing and Issuing of Postal Voting Packs and Printing of Ordinary and Tendered Ballot Packs.
2. Absent Vote Personal Identifier Verification System (PVMS)
3. Printing and Postage of Poll Cards

II.1.6) Information about lots

This contract is divided into lots: Yes

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Suppliers can bid for individual Lots or Lot 4 which will be an all encompassing service to deliver all requirements of the tender.

II.2) Description

II.2.1) Title

Printing and Issuing of Postal Voting Packs and Printing of Ordinary and Tendered Ballot Papers:

Lot No

1

II.2.2) Additional CPV code(s)

- 79820000 - Services related to printing

II.2.3) Place of performance

NUTS codes

- UKM71 - Angus and Dundee City
- UKM77 - Perth & Kinross and Stirling

II.2.4) Description of the procurement

The printing of all ballot papers (including ordinary, tendered and postal ballot papers) for all elections, by-elections and refenda (with the exception of scheduled Scottish local

government elections which are covered by the Scottish Government Framework Agreement) held during the Contract Period.

The printing of postal voting packs (including postal ballot paper(s), outer envelope addressed to the postal voter, envelope A, envelope B, postal voting statement, instruction sheet and any other inserts required) and associated issuing functions including the collation, quality checking, sealing and posting of packs via Royal Mail or other postal provider of first class postal services for all elections and referenda during the Contract Period.

II.2) Description

II.2.1) Title

Absent Vote Personal Identifier Verification System (Postal Vote Managed Service)

Lot No

2

II.2.2) Additional CPV code(s)

- 72313000 - Data capture services

II.2.3) Place of performance

NUTS codes

- UKM71 - Angus and Dundee City
- UKM77 - Perth & Kinross and Stirling

II.2.4) Description of the procurement

A Service to verify absent vote personal identifiers on postal votes

II.2) Description

II.2.1) Title

Printing and Postage of Poll Cards

Lot No

3

II.2.2) Additional CPV code(s)

- 79820000 - Services related to printing

II.2.3) Place of performance

NUTS codes

- UKM71 - Angus and Dundee City
- UKM77 - Perth & Kinross and Stirling

II.2.4) Description of the procurement

The printing of all types of Poll Cards (including but not limited to: elector voting in person; elector who has appointed a proxy; electors proxy; postal and postal proxy Poll Card) along with the delivery.

II.2) Description

II.2.1) Title

Combination of provision for Lots 1, 2 and 3

Lot No

4

II.2.2) Additional CPV code(s)

- 79820000 - Services related to printing

II.2.3) Place of performance

NUTS codes

- UKM71 - Angus and Dundee City
- UKM77 - Perth & Kinross and Stirling

II.2.4) Description of the procurement

Combination of provision for Lots 1, 2 and 3

II.3) Estimated date of publication of contract notice

5 December 2024

Section IV. Procedure

IV.1) Description

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

The procurement is covered by the Government Procurement Agreement: Yes

Section VI. Complementary information

VI.3) Additional information

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=781918.

(SC Ref:781918)