

LANGUAGE:	EN
CATEGORY:	ORIG
FORM:	F02
VERSION:	R2.0.9.S03
SENDER:	GB007
CUSTOMER:	LGSS001
NO_DOC_EXT:	2018-123456
SOFTWARE VERSION:	20181128
ORGANISATION:	Due North
COUNTRY:	UK
PHONE:	+44 8452930459
E-mail:	ojeu.administrative@due-north.com
NOTIFICATION TECHNICAL:	/
NOTIFICATION PUBLICATION:	/

Contract notice

Supplies

Legal Basis:

Directive 2014/24/EU

Section I: Contracting authority

- I.1) **Name and addresses**
Northampton Borough Council
The Guildhall, St Giles' Square
Northampton
NN1 1DE
United Kingdom
Contact person: LGSS Procurement
E-mail: contracts@milton-keynes.gov.uk
NUTS code: UKF24
Internet address(es):
Main address: <https://www.northampton.gov.uk/>
Address of the buyer profile: <https://www.lgssprocurementportal.co.uk>
- I.1) **Name and addresses**
Corby Borough Council
The Corby Cube, Parkland Gateway, George Street
Corby
NN17 1QG
United Kingdom
E-mail: contracts@milton-keynes.gov.uk
NUTS code: UKF25
Internet address(es):
Main address: <https://www.corby.gov.uk>
Address of the buyer profile: <https://www.lgssprocurementportal.co.uk>
- I.1) **Name and addresses**
Daventry District Council
Lodge Road
Daventry
NN11 4FP
United Kingdom
E-mail: contracts@milton-keynes.gov.uk
NUTS code: UKF24
Internet address(es):
Main address: <https://www.daventrydc.gov.uk/>
Address of the buyer profile: <https://www.lgssprocurementportal.co.uk>
- I.1) **Name and addresses**
East Northamptonshire District Council
Cedar Drive, Thrapston
Northamptonshire

NN14 4LZ
United Kingdom
E-mail: contracts@milton-keynes.gov.uk
NUTS code: UKF25

Internet address(es):

Main address: <https://www.east-northamptonshire.gov.uk/>
Address of the buyer profile: <https://www.lgssprocurementportal.co.uk>

I.1) **Name and addresses**

Milton Keynes Council
Civic Offices, 1 Saxon Gate East
Milton Keynes
MK9 3EJ
United Kingdom
E-mail: contracts@milton-keynes.gov.uk
NUTS code: UKJ12

Internet address(es):

Main address: <https://www.milton-keynes.gov.uk>
Address of the buyer profile: <https://www.lgssprocurementportal.co.uk>

I.2) **Information about joint procurement**

The contract involves joint procurement
The contract is awarded by a central purchasing body

I.3) **Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://www.lgssprocurementportal.co.uk>
Additional information can be obtained from the abovementioned address
Tenders or requests to participate must be submitted electronically via: <https://www.lgssprocurementportal.co.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:**

Framework for Printing and Mailing for Electoral Services
Reference number: DN373334

II.1.2) **Main CPV code**

79800000

II.1.3) **Type of contract**

Supplies

II.1.4) **Short description:**

Northampton Borough Council (NBC) wishes to invite Tenders for the supply of goods and services in respect of framework for printing and mailing for electoral services.

This Framework is open for use by Northampton Borough Council, Corby Borough Council, Daventry District Council, East Northamptonshire Council and Milton Keynes Council.

The framework is open to use by any city, district and borough or other local authority within Northamptonshire County and Milton Keynes Unitary Authority.

II.1.5) **Estimated total value**

Value excluding VAT: 4 000 000.00 GBP

II.1.6) **Information about lots**

This contract is divided into lots: no

II.2) **Description**

II.2.1) **Title:**

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

79811000

79822300

79822400

79823000

79824000

II.2.3) **Place of performance**

NUTS code: UKF24

NUTS code: UKF25

NUTS code: UKJ12

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

The Authority is looking to procure:

- The printing of voter registration forms, information leaflets and envelopes for the purpose of the annual canvass and ongoing registration.
- The printing of poll cards and absent vote poll cards for the purpose of elections and referenda.
- The printing of ballot papers for elections, by-elections and referenda.
- The printing of Postal Voting Packs (including outer envelope, Envelope A, Envelope B, Postal Vote Statement, instructions sheet) for elections and referenda. One Piece Mailer method is required.
- Postal Vote Refresh Letters and Reminders. This includes the enclosing, sealing and posting as required by contracting authorities.
- Associated mail house functions including extracting, enclosing, sealing and posting

The scope of services may change in accordance with legislation

II.2.5) **Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) **Estimated value**

Value excluding VAT: 4 000 000.00 GBP

II.2.7) **Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months: 48

This contract is subject to renewal: no

II.2.10) **Information about variants**

Variants will be accepted: no

II.2.11) **Information about options**

Options: no

II.2.12) **Information about electronic catalogues**

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**

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**

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.1.5) **Information about reserved contracts**

III.2) **Conditions related to the contract**

III.2.2) **Contract performance conditions:**

III.2.3) **Information about staff responsible for the performance of the contract**

Section IV: Procedure

IV.1) **Description**

IV.1.1) **Type of procedure**

Open 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: 3

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

N/A

IV.1.4) **Information about reduction of the number of solutions or tenders during negotiation or dialogue**

IV.1.6) **Information about electronic auction**

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.2.1) **Previous publication concerning this procedure**

IV.2.2) **Time limit for receipt of tenders or requests to participate**

Date: 11/01/2019

Local time: 12:00

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

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)

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

Date: 11/01/2019

Local time: 12:00

Section VI: Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: yes

VI.2) Information about electronic workflows

VI.3) Additional information:

VI.4) Procedures for review

VI.4.1) Review body

N/A

N/A

United Kingdom

VI.4.2) Body responsible for mediation procedures

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures:

Precise information on deadline(s) for lodging appeals: The Council will incorporate a minimum 10 calendar day standstill period at the point information on the award of the Contract is communicated to tenderers. This period allows unsuccessful tenderers to seek further debriefing from the Contracting Authority before the Contract is entered into. Such additional information should be requested from (refer to address in part I.1). If an appeal regarding the award of Contract has not been successfully resolved the Public Contracts Regulations 2015 (Chapter 6) provide for aggrieved parties who have been harmed or are at risk of harm by a breach of the rules, to take action in the High Court (England, Wales and Northern Ireland). Any such action must be brought promptly. Where a Contract has not been entered into the Court may order the setting aside of the award decision or order the Authority to amend any document and may award damages. If the Contract has been entered into the Court may order the ineffectiveness of a Contract where serious breach have occurred in addition to any fine, the Court may instead provide for alternative penalties, either contract shortening, fines or both.

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

VI.5) Date of dispatch of this notice:

28/11/2018