

# TENDER ALERT

<b>Tender No:</b>	173563-2008	<b>NOTICE</b>
<b>Issue Date:</b>	08/07/2008	
<b>Deadline:</b>		<b>GTR LONDON</b>
<b>Description:</b>	<b>UK-London: printing and distribution services</b>	
<b>Issued by:</b>	LEGAL SERVICES COMMISSION	
<b>Tender Details:</b>	<p>CONTRACT NOTICE Services</p> <p>SECTION I: CONTRACTING AUTHORITY I.1) NAME, ADDRESSES AND CONTACT POINT(S): Legal Services Commission, 85 Grays Inn Road, Contact: (44) 20 77 59 08 11, Attn: Andrew Hubbard, UK-London WC1X 8TX. Tel. (44) 20 77 59 08 11. E-mail: andrew.hubbard@legalservices.gov.uk. Fax (44) 20 77 59 08 25. Internet address(es): General address of the contracting authority: www.legalservices.gov.uk. Further information can be obtained at: As in above-mentioned contact point(s). Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at: As in above-mentioned contact point(s). Tenders or requests to participate must be sent to: As in above-mentioned contact point(s). I.2) TYPE OF THE CONTRACTING AUTHORITY AND MAIN ACTIVITY OR ACTIVITIES: Other: Non-Departmental Public Body. Other: Non-Departmental Public Body. The contracting authority is purchasing on behalf of other contracting authorities: no.</p> <p>SECTION II: OBJECT OF THE CONTRACT II.1) DESCRIPTION II.1.1) Title attributed to the contract by the contracting authority: Print, Storage and Distribution contract for CLA and CDS leaflets and other materials. II.1.2) Type of contract and location of works, place of delivery or of performance: Services. Service category: No 15. Main place of performance: United Kingdom. NUTS code: UK. II.1.3) The notice involves: A public contract. II.1.5) Short description of the contract or purchase(s): The Legal Services Commission intends to tender for the print.storage and distribution of Legal Services Commission - Community Legal Advice, Criminal Defence Service and Legal Services Commission Leaflets and other materials. The Legal Services Commission produces a range of leaflets aimed at the general public: The Community Legal Advice(CLA) leaflets which provide information on different areas of law,the Legal Services Commission leaflets which provide information about the LSC and the services it provides. The tender will also cover for print services for forms required by the Criminal Defense Service incorporating provision and running of a supplier based "orderline" for the provision of forms to Solicitors and the Courts. Leaflets and forms are supplied to various organisations to stock for the public and directly to individuals. All leaflets are available online at the CLA website at www.communitylegaladvice.org.uk.</p>	

CLA leaflets - there are currently 30 leaflets in the CLA series of information leaflets' and these are available in a range of formats, sizes and languages .Update frequencies and order volumes vary.Community Legal Advice has also started work on an additional range of shorter leaflets.intended as a "call to action" for the public. These are in DL format and are approximately 16 pages in length, As work continues the original series will be taken out of print and replaced with all action versions.

LSC leaflets - There are currently 9 leaflets in the LSC series, all are only available in English at present but this may change. The leaflet size is A5 and 8 of the 9 leaflets share the same design. The leaflet length currently ranges from 4 to 32 pages and their content is updated once a year. The leaflets are available free of charge and may be ordered by phone, fax or e mail from the chosen contractor/supplier. In 2007/2008 approximately 160 000 LSC and 1 800 000 CLA leaflets were distributed to customers including schools, advice agencies, solicitors, Citizens Advice Bureaux and prisons as well as individuals.

CDS Forms. There are four forms in this series. All forms are A4 size and printed black on white. They vary in length from 1 to 12 pages. Forms are provided to Courts and Solicitors via a direct orderline provided by the supplier. In 2007/2008 600 000 forms were provided to users. Further details will be available in the PQQ and tender documentation.

CLA marketing products: Ad hoc printing of varying media advertising the Community Legal Advice Service and distributing them to LSC offices and CLS partners. Media is available in various formats, sizes and languages. s. We would like to investigate whether any of the contractors can print and supply additional materials as an add on option.

Key requirements of the service will therefore include: Reprinting of existing leaflets: to print, store and maintain stock levels of the leaflets.

Receipt and processing of orders: distribution of orders: management of stock data management of customer data: customer update system administrative work: reprinting of marketing products: printing of amended or new marketing products: Further details will be provided within the PQQ and Tender Documentation. Contract award is expected in November 2008 and the new contract will have a staggered start of April 2009 for the CLA and LSC leaflets and other printed material and May 2009 for the CDS leaflets. Further details will be available in the PQQ and tender documentation. The tender timetable for key dates will be specified within the ITT. The ITT is expected to be issued only to successful applicants in August 2008.

II.1.6) Common procurement vocabulary (CPV): 78240000, 22140000, 22960000, 22822200.

II.1.7) Contract covered by the Government Procurement Agreement (GPA): No.

II.1.8) Division into lots: No.

II.1.9) Variants will be accepted: No.

II.2) QUANTITY OR SCOPE OF THE CONTRACT

II.2.2) Options: Yes.

Description of these options: There may be an option to extend the contract for 2 further periods of 12 months at the Commission's discretion.

in the case of renewable supplies or service contracts, estimated timeframe for subsequent contracts: in months: 60 (from the award of the contract).

II.3) DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION: Starting: 1.4.2009. Completion: 31.3.2014.

### SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

#### III.1) CONDITIONS RELATING TO THE CONTRACT

III.1.1) Deposits and guarantees required: A performance bond and/or parent company guarantee may be required. See tender documentation for further details.

III.1.2) Main financing conditions and payment arrangements and/or reference to the relevant provisions regulating them: As detailed in tender documentation.

III.1.3) Legal form to be taken by the group of economic operators to whom the contract is to be awarded: The Legal Services Commission reserves the right to require bidders to take legal form, or to require one party to take primary liability or to require that each party takes joint and several liability. See tender documentation for further details.

III.1.4) Other particular conditions to which the performance of the

contract is subject: Yes.

As described in the tender documentation.

### III.2) CONDITIONS FOR PARTICIPATION

III.2.1) Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers: Information and formalities necessary for evaluating if requirements are met: Bidders will be required to complete a pre-qualification questionnaire (PQQ) which the LSC will use to evaluate probity, their economic and financial standing technical capacity and ability to ensure that they meet the LSC's minimum requirements. This PQQ must be returned by 11.8.2008 to Andrew Hubbard, Legal Services Commission, 85 Grays Inn Road, UK-London WC1X 8TX.

III.2.2) Economic and financial capacity: Information and formalities necessary for evaluating if requirements are met: As per PQQ and tender documentation, including submission of audited accounts for the past 3 years and statement of turnover in respect of supply of similar services.

III.2.3) Technical capacity: Information and formalities necessary for evaluating if requirements are met: As per PQQ and tender documents including staff to be allocated to the contract and experience of undertaking similar work.

III.2.4) Reserved contracts: No.

### III.3) CONDITIONS SPECIFIC TO SERVICES CONTRACTS

III.3.1) Execution of the service is reserved to a particular profession: No.

III.3.2) Legal entities should indicate the names and professional qualifications of the staff responsible for the execution of the service: No.

## SECTION IV: PROCEDURE

### IV.1) TYPE OF PROCEDURE

IV.1.1) Type of procedure: Restricted.

IV.1.2) Limitations on the number of operators who will be invited to tender or to participate: Envisaged minimum number: 5. Maximum number: 10.

IV.1.3) Reduction of the number of operators during the negotiation or dialogue: Recourse to staged procedure to gradually reduce the number of solutions to be discussed or tenders to be negotiated no.

### IV.2) AWARD CRITERIA

IV.2.1) Award criteria: The most economically advantageous tender in terms of the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document.

IV.2.2) An electronic auction will be used: No.

### IV.3) ADMINISTRATIVE INFORMATION

IV.3.1) File reference number attributed by the contracting authority: STA-07-396.

IV.3.2) Previous publication(s) concerning the same contract: No.

IV.3.3) Conditions for obtaining specifications and additional documents or descriptive document: Payable documents: no.

IV.3.4) Time-limit for receipt of tenders or requests to participate: 8.8.2008 - 12:00.

IV.3.5) Date of dispatch of invitations to tender or to participate to selected candidates: 26.8.2008.

IV.3.6) Language(s) in which tenders or requests to participate may be drawn up: English.

IV.3.8) Conditions for opening tenders: Date: 6.10.2008 - 13:00.

Place: Legal Services Commission, UK-London.

Persons authorised to be present at the opening of tenders: yes.

Authorised Officers of the Legal Services Commission.

## SECTION VI: COMPLEMENTARY INFORMATION

VI.1) THIS IS A RECURRENT PROCUREMENT: Yes.

Estimated timing for further notices to be published: 5 years from award taking account of extensions.

VI.2) CONTRACT RELATED TO A PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS: No.

VI.3) ADDITIONAL INFORMATION: II.2.1) Total quantity or scope: not applicable.

Time limit for receipt of PQQ's under IV.3.4, the timescale for completing PQQ's is 12:00 .

ITT Despatch under IV.3.5, the date of ITT despatch is an estimated guideline only.

Tender opening under IV.3.8, the opening of tenders relates to the ITT documents and is an estimated date only.

Contract term:

The Contract duration shown under II.3 includes 2 potential extension periods of 12 months each.

The anticipated start date is April 2009, but further detail will be provided in the tender documentation.

Contract value:

The range provided in II.2.1 is an estimated value only. The ITT will incorporate a range of criteria including an evaluation of the extent services offered represent value for money.

Other information:

The contract shall be as a contract made in England and according to English Law and subject to the exclusive jurisdiction of the English Courts.

Tenders and all supporting documentation must be priced in sterling and all contract payments made in sterling. All discussions and/or meetings to be conducted in English.

The contracting authority reserves the right not to make any award and reserves the right to accept all or part of any tender unless the tenderer expressly stipulates otherwise in the tender.

The Freedom of Information Act (FOI) 2000 which came into effect on the 1.1.2005 applies to the contracting authority. If any tenderer considers that any information supplied by them is either commercially sensitive or confidential in nature, this should be highlighted and the reasons for its sensitivity specified. In such cases the relevant material will, in response to FOI requests, be examined in light of exemptions provided for in the Act.

#### VI.4) PROCEDURES FOR APPEAL

VI.4.1) Body responsible for appeal procedures: Body responsible for mediation procedures:

VI.4.2) Lodging of appeals: Precise information on deadline(s) for lodging appeals: The contract 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. Applicants have 2 working days from notification of the award decision to request additional debriefing and that information has to be provided a minimum of 3 working days before the expiry of the standstill period. Such additional information should be required from the contact point at I.1. If an appeal regarding the award of the contract has not been successfully resolved the United Kingdom's Public Contracts Regulations 2006 (SI 2006 No 5) provide for aggrieved parties who have been harmed or at risk of harm by a breach of rules to take action in the High Court (England, Wales and Northern Ireland). Any such action must be brought promptly (generally within 3 months). Where a contract had not been entered into the Court may only award damages. (The purpose of the standstill period referred to above is to allow parties to apply to the courts to set aside the award decision before the contract is entered into).

VI.4.3) Service from which information about the lodging of appeals may be obtained:

VI.5) DATE OF DISPATCH OF THIS NOTICE: 3.7.2008.

# TENDER ALERT

<b>Tender No:</b>	183205-2008	<b>NOTICE</b>
<b>Issue Date:</b>	17/07/2008	
<b>Deadline:</b>		<b>LANCASHIRE</b>
<b>Description:</b>	<b>UK-Preston: printing services</b>	
<b>Issued by:</b>	UNIVERSITY OF CENTRAL LANCASHIRE	
<b>Tender Details:</b>	<p>CONTRACT NOTICE Supplies</p> <p>SECTION I: CONTRACTING AUTHORITY I.1) NAME, ADDRESSES AND CONTACT POINT(S): University of Central Lancashire, Purchasing Office, Adelphi Building, Contact: <a href="https://www.in-tendhost.com/universitycentrallancs/">https://www.in-tendhost.com/universitycentrallancs/</a>, Attn: Mandy Parr, UK-Preston PR1 2HE. Further information can be obtained at: As in above-mentioned contact point(s). Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at: As in above-mentioned contact point(s). Tenders or requests to participate must be sent to: As in above-mentioned contact point(s). I.2) TYPE OF THE CONTRACTING AUTHORITY AND MAIN ACTIVITY OR ACTIVITIES: Body governed by public law. Education. The contracting authority is purchasing on behalf of other contracting authorities: no.</p> <p>SECTION II: OBJECT OF THE CONTRACT II.1) DESCRIPTION II.1.1) Title attributed to the contract by the contracting authority: Undergraduate Prospectus. II.1.2) Type of contract and location of works, place of delivery or of performance: Supplies. Purchase. Main place of delivery: Preston, Lancashire. II.1.3) The notice involves: A public contract. II.1.5) Short description of the contract or purchase(s): Printing of Undergraduate Prospectus. II.1.6) Common procurement vocabulary (CPV): 78100000. II.1.7) Contract covered by the Government Procurement Agreement (GPA): No. II.1.8) Division into lots: No. II.1.9) Variants will be accepted: No. II.2) QUANTITY OR SCOPE OF THE CONTRACT II.2.1) Total quantity or scope: 80 000 copies per year. II.3) DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION: Starting: 1.11.2008. Completion: 31.10.2010.</p> <p>SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION III.2) CONDITIONS FOR PARTICIPATION III.2.1) Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers: Information and formalities necessary for evaluating if requirements are met: 1. Any candidate or tenderer who has been the subject of a conviction by final judgment of which the contracting authority is aware shall be excluded</p>	

from participation in a public contract.

2. Any economic operator may be excluded from participation in a contract where that economic operator:

(a) is bankrupt or is being wound up, where his affairs are being administered by the court, where he has entered into an arrangement with creditors, where he has suspended business activities or is in any analogous situation arising from a similar procedure under national laws and regulations;

(b) is the subject of proceedings for a declaration of bankruptcy, for an order for compulsory winding up or administration by the court or of an arrangement with creditors or of any other similar proceedings under national laws and regulations;

(c) has been convicted by a judgment which has the force of res judicata in accordance with the legal provisions of the country of any offence concerning his professional conduct;

(d) has been guilty of grave professional misconduct proven by any means which the contracting authorities can demonstrate;

(e) has not fulfilled obligations relating to the payment of social security contributions in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;

(f) has not fulfilled obligations relating to the payment of taxes in accordance with the legal provisions of the country in which he is established or with those of the country of the contracting authority;

(g) is guilty of serious misrepresentation in supplying the information required under this Section or has not supplied such information;

(h) has been the subject of a conviction for participation in a criminal organisation, as defined in Article 2(1) of Council Joint Action 98/733/JHA;

(i) has been the subject of a conviction for corruption, as defined in Article 3 of the Council Act of 26.5.1972 and Article 3(1) of Council Joint Action 98/742/JHA3 respectively;

(j) has been the subject of a conviction for fraud within the meaning of Article 1 of the Convention relating to the protection of the financial interests of the European Communities;

(k) has been the subject of a conviction for money laundering, as defined in Article 1 of Council Directive 91/308/EEC of 10.6.1991 on prevention of the use of the financial system for the purpose of money laundering.

III.2.2) Economic and financial capacity: Information and formalities necessary for evaluating if requirements are met: 1. Proof of the economic operator's economic and financial standing must be furnished by the following references:

a) appropriate statements from bankers,

b) presentation or extracts from balance sheets,

c) a statement of the undertaking's overall turnover and where appropriate, of turnover in the area covered by the contract for a maximum of the last 3 financial years available.

III.2.3) Technical capacity: Information and formalities necessary for evaluating if requirements are met: Evidence of the economic operators' technical abilities may be furnished by 1 or more of the following means according to the nature, quantity or importance, and use of the works, supplies or service:

a) a list of the principal deliveries effected or the main services provided in past 3 years,

b) an indication of the technicians or technical bodies involved,

c) a description of the technical facilities and measures used by the supplier for ensuring quality,

d) the educational and professional qualifications of the service provider or contractor,

e) an indication of the environmental management measures that the economic operator will be able to apply when performing the contract,

f) with regard to products to be supplied - samples, descriptions as required.

#### SECTION IV: PROCEDURE

##### IV.1) TYPE OF PROCEDURE

IV.1.1) Type of procedure: Restricted.

IV.1.2) Limitations on the number of operators who will be invited to tender or to participate: Envisaged minimum number: 5. Maximum number: 20  
Objective criteria for choosing the limited number of candidates: PQQ will be used to assess expressions of interest.

IV.2) AWARD CRITERIA

IV.2.1) Award criteria: The most economically advantageous tender in terms of the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document.

IV.2.2) An electronic auction will be used: No.

IV.3) ADMINISTRATIVE INFORMATION

IV.3.1) File reference number attributed by the contracting authority: ITP08-14.

IV.3.2) Previous publication(s) concerning the same contract: No.

IV.3.3) Conditions for obtaining specifications and additional documents or descriptive document Payable documents: no.

IV.3.4) Time-limit for receipt of tenders or requests to participate: 14.8.2008 - 10:00.

IV.3.5) Date of dispatch of invitations to tender or to participate to selected candidates: 28.8.2008.

IV.3.6) Language(s) in which tenders or requests to participate may be drawn up: English.

SECTION VI: COMPLEMENTARY INFORMATION

VI.1) THIS IS A RECURRENT PROCUREMENT: No.

VI.2) CONTRACT RELATED TO A PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS: No.

VI.5) DATE OF DISPATCH OF THIS NOTICE: 15.7.2008.

# TENDER ALERT

<b>Tender No:</b>	189523-2008	<b>NOTICE</b>
<b>Issue Date:</b>	23/07/2008	
<b>Deadline:</b>	11/08/2008	<b>TYNE &amp; WEAR</b>
<b>Description:</b>	<b>UK-Gateshead: printing services</b>	
<b>Issued by:</b>	NORTHUMBRIA POLICE AUTHORITY	
<b>Tender Details:</b>	<p>CONTRACT NOTICE Services</p> <p>SECTION I: CONTRACTING AUTHORITY I.1) NAME, ADDRESSES AND CONTACT POINT(S): Northumbria Police Authority, Procurement and Supplies Stonehills Pelaw, Contact: Simon Baird, UK-Gateshead NE10 0HW. Tel. 019 12 21 92 82. E-mail: simon.baird.6745@northumbria.pnn.police.uk. Fax 019 12 21 92 88. Internet address(es): General address of the contracting authority: www.northumbria-police.uk. Further information can be obtained at: As in above-mentioned contact point(s). Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained at: As in above-mentioned contact point(s). Tenders or requests to participate must be sent to: As in above-mentioned contact point(s). I.2) TYPE OF THE CONTRACTING AUTHORITY AND MAIN ACTIVITY OR ACTIVITIES: Body governed by public law. The contracting authority is purchasing on behalf of other contracting authorities: no.</p> <p>SECTION II: OBJECT OF THE CONTRACT II.1) DESCRIPTION II.1.1) Title attributed to the contract by the contracting authority: Contract for the Provision of Print Services. II.1.2) Type of contract and location of works, place of delivery or of performance: Services. Service category: No 15. NUTS code: UK. II.1.3) The notice involves: The establishment of a framework agreement. II.1.4) Information on framework agreement: Duration of the framework agreement: Duration in months: 48. II.1.5) Short description of the contract or purchase(s): Northumbria Police Authority is seeking Contractors to join an approved list to provide a print service to supplement its own in house digital print unit. Bids for various work will be requested as and when the requirement arises. This Contract will be open for use by any other Police Force within the UK. II.1.6) Common procurement vocabulary (CPV): 78100000. II.1.7) Contract covered by the Government Procurement Agreement (GPA): No. II.1.8) Division into lots: No. II.1.9) Variants will be accepted: No. II.3) DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION: Duration in months: 48 (from the award of the contract).</p> <p>SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION</p>	

SECTION IV: PROCEDURE

IV.1) TYPE OF PROCEDURE

IV.1.1) Type of procedure: Restricted.

IV.2) AWARD CRITERIA

IV.2.1) Award criteria: The most economically advantageous tender in terms of the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document.

IV.2.2) An electronic auction will be used: No.

IV.3) ADMINISTRATIVE INFORMATION

IV.3.1) File reference number attributed by the contracting authority: W002.

IV.3.2) Previous publication(s) concerning the same contract: No.

IV.3.3) Conditions for obtaining specifications and additional documents or descriptive document Time limit for receipt of requests for documents or for accessing documents: 11.8.2008 - 17:00.

Payable documents: no.

IV.3.4) Time-limit for receipt of tenders or requests to participate: 18.8.2008 - 12:00.

IV.3.6) Language(s) in which tenders or requests to participate may be drawn up: English.

SECTION VI: COMPLEMENTARY INFORMATION

VI.1) THIS IS A RECURRENT PROCUREMENT: Yes.

Estimated timing for further notices to be published: July 2012.

VI.2) CONTRACT RELATED TO A PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS: No.

VI.5) DATE OF DISPATCH OF THIS NOTICE: 18.7.2008.