

TENDER ALERT

Tender No:	158653-2008	NOTICE
Issue Date:	20/06/2008	
Deadline:		WEST MIDLANDS
Description:	UK-Solihull: printing services	
Issued by:	THE ENVIRONMENT AGENCY	
Tender Details:	<p>CONTRACT NOTICE Services</p> <p>SECTION I: CONTRACTING AUTHORITY I.1) NAME, ADDRESSES AND CONTACT POINT(S): The Environment Agency, Sapphire East, 550 Streetsbrook road, Contact: Midlands Procurement, Attn: Heidi Carr, UK-Solihull B911QT. Tel. (44) 012 17 11 59 55. E-mail: heidi.carr@environment-agency.gov.uk. Fax (44) 012 17 11 58 27. Internet address(es): General address of the contracting authority: www.environment-agency.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: National or federal agency/office. Environment. 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: 21919 Printing and Design, Midlands Region. 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: Central England. NUTS code: UK. II.1.3) The notice involves: The establishment of a framework agreement. II.1.4) Information on framework agreement: Framework agreement with several operators. Number of participants to the framework agreement envisaged: 3. Duration of the framework agreement: Duration in year(s): 4 Estimated total value of purchases for the entire duration of the framework agreement: Estimated value excluding VAT: Range: between 100 000 and 400 000 GBP. II.1.5) Short description of the contract or purchase(s): The Environment Agency is the leading body in England and Wales for environmental issues. As such it is important that we communicate our policies and findings in the most appropriate way. We are looking to establish a small roster of suppliers to provide a design and printing service to our Midlands region. Suppliers need to deliver effective, high quality and environmental solutions for our</p>	

printed communication needs, for example working to ISO 14001 or EMAS standards. Our communication needs are broad and our audience diverse and widening therefore our print solutions are widening too.

Work undertaken will cover both 2 and 4 colour printing. Projects vary in size from an A5 flyer to an A4 report, high specification marketing publications and magazines. Print runs can vary from as little as 100 up to 50 000. The average print run is 5 000. This requirement is for both digital and litho printing.

II.1.6) Common procurement vocabulary (CPV): 78100000, 78225000.

II.1.7) Contract covered by the Government Procurement Agreement (GPA): Yes.

II.1.8) Division into lots: No.

II.1.9) Variants will be accepted: Yes.

II.2) QUANTITY OR SCOPE OF THE CONTRACT

II.2.1) Total quantity or scope:

II.2.2) Options: No.

II.3) DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION: Duration in months: 48 (from the award of the contract).

SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

III.1) CONDITIONS RELATING TO THE CONTRACT

III.1.3) Legal form to be taken by the group of economic operators to whom the contract is to be awarded: Each Economic Operator to be jointly and severally liable for the performance of the contracts.

III.1.4) Other particular conditions to which the performance of the contract is subject: No.

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: The following issues will be assessed by the Agency when considering the suitability of potential tenderers for short-listing.

Technical Capacity

Experience

Economic and Financial Standing.

III.2.2) Economic and financial capacity: Information and formalities necessary for evaluating if requirements are met: Name of Organisation

Name of person completing tender.

Position in Organisation

Telephone Numbers

Fax Number

Email

Address for correspondence

Registered Company Address.

Company Registration Number.

Date of Registration

Type of company you are, e.g. Plc

Office or branch locations, please state if premises are split between sites.

Company structure, including parent and subsidiary companies.

Main business activities.

Company history

Annual turnover

Staff numbers for your organisation.

Is ongoing capital investment part of your company strategy.

Is your company bankrupt, in receivership, being wound up, undergoing voluntary liquidation, suspended from trading or in any similar legal position.

Please provide a summary of your health and safety policy.

III.2.3) Technical capacity: Information and formalities necessary for evaluating if requirements are met: Details of your experience in delivering high quality design and print in a timely and cost conscious manner. Please include details of your top 5 clients outlining the services that you provide to them and the length of time that you have worked with those clients.

Details of your experience in using environmental products and processes.

Please provide full details of your accreditations.

Details of Quality Assurance Systems in place.

Do you have or are working towards ISO 14001, EMAS standards or other Environment Management System.

Details of your company facilities and equipment including age of

equipment.

Details of the Project Management Processes that you currently use.

Details of your design hardware and software.

How many designers do you employ.

How many years experience of graphic design does your company have.

Can you offer editing and proof reading services in house.

What methods do you usually use to quality assure work and ensure all amendments and corrections are made.

Do you have the capacity to handle multiple design projects at the same time.

Do you have film and plate making facilities.

Please list your print resources, the number of machines including their capabilities.

Do you have digital printing facilities.

How many colours can you print in a single operation.

Can you add a sealant at the same time.

Do you, or can you use vegetable based inks and water based sealants.

What finishing facilities do you have in house, if any E.g. perfect binding, wiro binding etc.

Do you have facilities for cutting and folding folders and wallets.

Do you have a distribution or mailing service.

For urgent print requirements, what is your estimated delivery time to our Solihull office from when the goods are ready to despatch.

How are final proofs signed off.

Do you have the capacity to handle multiple print projects at the same time.

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 number of operators 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: 21919.

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: 20.7.2008 - 16:00.

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

IV.3.8) Conditions for opening tenders: Persons authorised to be present at the opening of tenders: no.

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.3) ADDITIONAL INFORMATION: The Environment Agency reserves the right to discontinue the procurement process at any time, which shall include the right not to award the contract, and does not bind itself to accept the lowest tender, or any tender received, and reserves the right to award the contract in part, or to call for new tenders should it consider this necessary.

The Environment Agency shall not be liable for any costs or expenses

incurred in connection with the completion and return of the information requested in this Contract Notice, or in the completion or submission of any tender.

VI.4) PROCEDURES FOR APPEAL

VI.4.2) Lodging of appeals: Precise information on deadline(s) for lodging appeals: The Environment Agency 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 two 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 expiry of the standstill period. Such additional information should be requested from the address in section 1.1.

If an appeal regarding the award of a contract has not been successfully resolved the Public Contracts Regulations 2006 (SI 2006 No 5) 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 (generally within 3 months). Where a contract has not been entered into the court may order the settling 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 only award damages.

VI.5) DATE OF DISPATCH OF THIS NOTICE: 18.6.2008.

TENDER ALERT

Tender No:	195653-2008	NOTICE
Issue Date:	29/07/2008	
Deadline:		GTR LONDON
Description:	UK-London: graphic design services	
Issued by:	THE NATURAL HISTORY MUSEUM	
Tender Details:	<p>CONTRACT NOTICE Services</p> <p>SECTION I: CONTRACTING AUTHORITY I.1) NAME, ADDRESSES AND CONTACT POINT(S): The Natural History Museum, Cromwell Road, Contact: Finance Department, Attn: Mr J Baker, Procurement Manager, UK-London SW7 5BD. Tel. 020 79 42 54 16. E-mail: j.baker@nhm.ac.uk. Fax 020 79 42 54 00. Internet address(es): General address of the contracting authority: www.nhm.ac.uk. Further information can be obtained at: As in above-mentioned contact point(s). I.2) TYPE OF THE CONTRACTING AUTHORITY AND MAIN ACTIVITY OR ACTIVITIES: Education. Other: National Museum. The contracting authority is purchasing on behalf of other contracting authorities: yes.</p> <p>SECTION II: OBJECT OF THE CONTRACT II.1) DESCRIPTION II.1.1) Title attributed to the contract by the contracting authority: UK-London: the natural history museum design framework. II.1.2) Type of contract and location of works, place of delivery or of performance: Services. Service category: No 1. Main place of performance: Inner London. II.1.3) The notice involves: The establishment of a framework agreement. II.1.4) Information on framework agreement: Framework agreement with several operators. Maximum number of participants to the framework agreement envisaged: 20. Duration of the framework agreement: Duration in months: 36. II.1.5) Short description of the contract or purchase(s): The objective is to provide experienced and innovative design services to the Museum using a framework agreement. Design companies and individual designers will form a pool of design services from which the Museum will choose to work on its programme of temporary and permanent exhibitions. The work will require Exhibition Design in a public and museum environment, Interior design in public spaces, Retail and Catering Design, Exhibition and Print Graphic Design, Multimedia Design which is to be applied across print, web and media platforms, and Lighting Design. The work will consist of projects ranging from design concept only and projects requiring concept to completion. Graphic design services. Interior design services. Specialty design services. Design-modelling services. Museum-exhibition services. II.1.6) Common procurement vocabulary (CPV): 78225000, 74840000, 72242000, 92521100, 74842000. II.1.8) Division into lots: No. II.1.9) Variants will be accepted: No. II.2) QUANTITY OR SCOPE OF THE CONTRACT</p>	

II.2.1) Total quantity or scope: The potential scope of current known work consists of several annual temporary and touring exhibitions and a variety of concepts for future permanent installations.

SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

III.1) CONDITIONS RELATING TO THE CONTRACT

III.1.3) Legal form to be taken by the group of economic operators to whom the contract is to be awarded: Joint and several liability.

III.1.4) Other particular conditions to which the performance of the contract is subject: No.

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: (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 May 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 June 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: (a) appropriate statements from banks or, where appropriate, evidence of relevant professional risk indemnity insurance;

(b) the presentation of balance-sheets or extracts from the balance-sheets, where publication of the balance-sheet is required under the law of the country in which the economic operator is established;

(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 three financial years available, depending on the date on which the undertaking was set up or the economic operator started trading, as far as the information on these turnovers is available.

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.

SECTION IV: PROCEDURE

IV.1) TYPE OF PROCEDURE

IV.1.1) Type of procedure: Accelerated restricted.

Justification for the choice of accelerated procedure: Due to the urgency in meeting deadlines for design concepts and completion of approved projects on restricted budget planning the standard procedure would be

impractical. To assist in forward planning and establishing design concept / exhibition packages for potential sponsors. Also to make best use and current availability of staff on short term contracts to carry out related projects.

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.3) ADMINISTRATIVE INFORMATION

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: 12.8.2008 - 12:00.

IV.3.5) Date of dispatch of invitations to tender or to participate to selected candidates: 29.8.2008.

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

SECTION VI: COMPLEMENTARY INFORMATION

VI.3) ADDITIONAL INFORMATION: Pre-Qualification Questionnaires (PQQ) must be completed and submitted electronically by using the BiP Delta-ets suite by the due date of 12.8.2008 @ 12:00hrs. The information and documents for this PQQ will be accessible at the following website www.delta-ets.com. To access these documents firstly register your company details and enter the following Tender Access Code (TAC) 04T927859 at the bottom of the registration page. You will be issued with a username and password. You must then log back into Delta-ets and then click on the Vault tab. If you have added the TAC code to your registration you will automatically view the PQQ title. Click on this link and you will be taken to the PQQ document. If you have previously registered with Delta previously, please follow the link shown and click on the 'Delta-ets Home' tab instead. This will redirect you to the home page where you can log on using your existing username and password. Please then enter the TAC code into vault and you will then be able to access the PQQ document. Please check that you are able to access this online PQQ document. If you experience problems, please contact the Delta helpdesk @ helpdesk@delta-ets.com or call 0845 270 7050 for further assistance. If you have registered and have forgotten your Username and Password, please click on the forgotten password link on the Delta-ets homepage. Please ensure that you allow yourself plenty of time when responding to this PQQ prior to the closing date and time. If you are uploading multiple documents you will have to individually load one document at a time or you can opt to zip all the documents using WinZip or WinRar. Please keep your username and password secure, and do not pass it to any third parties. Your PQQ MUST be completed and submitted electronically by using Vault through BiP Delta-ets by the due date detailed above. Hard copy or emailed PQQ responses will not be accepted. The Natural History Museum will not be responsible for costs, charges or expenses incurred by participants, whether or not a final contract is awarded. The Natural History Museum is subject to the provisions of the Freedom of Information (FOI) Act. If the tenderer considers that any information supplied by them is either commercially sensitive or confidential in nature, then this should be highlighted or marked accordingly and the reasons for its sensitivity given. In such cases, the relevant material will, in response to FOI requests be examined in the light of the exemptions provided for in the Act. The contract will be subject to English law. The Natural History Museum reserves the right to annul the tendering process and not award a contract.

GO reference: GO 08072504/01.

VI.5) DATE OF DISPATCH OF THIS NOTICE: 24.7.2008.