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This notice in TED website: <http://ted.europa.eu/udl?uri=TED:NOTICE:9151-2017:TEXT:EN:HTML>

**United Kingdom-Maidstone: Office and computing machinery,  
equipment and supplies except furniture and software packages  
2017/S 006-009151**

**Contract notice**

**Supplies**

Directive 2004/18/EC

**Section I: Contracting authority**

I.1) **Name, addresses and contact point(s)**

Kent County Council  
County Hall

For the attention of: Mr Ian Day

ME14 1XQ Maidstone

United Kingdom

Telephone: +44 1622236767

E-mail: [psg@commercialservices.org.uk](mailto:psg@commercialservices.org.uk)

**Internet address(es):**

Electronic submission of tenders and requests to participate: [www.kentbusinessportal.org.uk](http://www.kentbusinessportal.org.uk)

**Further information can be obtained from:**

Kent County Council  
County Hall

Contact point(s): Mr Ian Day

For the attention of: Mr Ian Day

ME14 1XQ Maidstone

United Kingdom

Telephone: +44 1622236767

E-mail: [psg@commercialservices.org.uk](mailto:psg@commercialservices.org.uk)

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:**

Kent County Council  
County Hall

Contact point(s): Mr Ian Day

For the attention of: Mr Ian Day

ME14 1XQ Maidstone

United Kingdom

Telephone: +44 1622236767

E-mail: [psg@commercialservices.org.uk](mailto:psg@commercialservices.org.uk)

**Tenders or requests to participate must be sent to:**

Kent County Council  
County Hall

Contact point(s): Mr Ian Day

For the attention of: Mr Ian Day  
ME14 1XQ Maidstone  
United Kingdom  
Telephone: +44 1622236767  
E-mail: [psg@commercialservices.org.uk](mailto:psg@commercialservices.org.uk)

I.2) **Type of the contracting authority**

Regional or local authority

I.3) **Main activity**

General public services

I.4) **Contract award on behalf of other contracting authorities**

The contracting authority is purchasing on behalf of other contracting authorities: yes

Buckinghamshire County Council

Walton street, Aylesbury

HP20 1AU Buckinghamshire

United Kingdom

Hampshire County Council

The Castle

SO23 8UJ Winchester

United Kingdom

Hertfordshire County Council

County Hall, Pegs Lane, Hertford

SG13 8DQ Hertfordshire

United Kingdom

Kent County council (Via KCS Professional Services)

1 Abbey Wood Road, Kings hill

ME19 4YT West Malling

United Kingdom

Suffolk County Council

Endeavour House, 8 Russell Road

IP1 2BX Ipswich

United Kingdom

**Section II: Object of the contract**

II.1) **Description**

II.1.1) **Title attributed to the contract by the contracting authority:**

Supply of Multi-Functional Devices and Document Solutions, Digital Duplicators, Print Room and Managed Print Services.

II.1.2) **Type of contract and location of works, place of delivery or of performance**

Supplies

A combination of these

NUTS code UK

II.1.3) **Information about a public contract, a framework agreement or a dynamic purchasing system (DPS)**

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: 0

**Duration of the framework agreement**

Duration in years: 4

**Estimated total value of purchases for the entire duration of the framework agreement**

Estimated value excluding VAT:

Range: between 0 and 250 000 000 GBP

**II.1.5) Short description of the contract or purchase(s)**

Commercial Services is one of the largest trading organisations of its kind in Europe with a turnover in excess of 600 000 000 GBP and employing over 700 people from its base in Kent. Tracing its roots back to 1902, as an education stores department for Kent County Council, Commercial Services has subsequently grown organically to supply an ever-increasing range of best value goods and services to other publicly funded organisations. These include local government, education establishments, the care sector and the emergency services. KCS is a trading unit of Commercial Services and provides a purchasing, warehousing and distribution service to a wide ranging customer base within local government and associated public bodies in Kent, neighbouring counties and across the UK. Kent County Council (the Council) is the largest local authority in England covering an area of 3 500 square kilometres. It has an annual expenditure of circa. 1 000 000 000 000 GBP on goods and services with a population of 1.5 m. The Council provides a wide range of personal and strategic services on behalf of its residents, operating in partnership with 12 district councils and 309 parish/town councils. In accordance with best procurement practice, EU and UK Procurement Directives and Regulations, KCS, on behalf of the Central Buying Consortium, wishes to create a Framework Agreement (the Agreement) for the supply and delivery of Multifunctional Devices (MFD) and Managed Print Services (MPS) The procurement process adopted by the Contracting Authority is based upon the 'Open' Procedure, as detailed in the 'Public Contract Regulations 2015'.

**II.1.6) Common procurement vocabulary (CPV)**

30000000, 30125000, 30192400, 72228000, 72512000, 72212311, 48613000, 72212780, 30121200, 30121300, 30121000, 30123000

**II.1.7) Information about Government Procurement Agreement (GPA)**

The contract is covered by the Government Procurement Agreement (GPA): no

**II.1.8) Lots**

This contract is divided into lots: yes

Tenders may be submitted for one or more lots

**II.1.9) Information about variants**

Variants will be accepted: no

**II.2) Quantity or scope of the contract**

**II.2.1) Total quantity or scope:**

Commercial Services is one of the largest trading organisations of its kind in Europe with a turnover in excess of 600 000 000 GBP and employing over 700 people from its base in Kent. Tracing its roots back to 1902, as an education stores department for Kent County Council, Commercial Services has subsequently grown organically to supply an ever-increasing range of best value goods and services to other publicly funded organisations. These include local government, education establishments, the care sector and the emergency services. KCS is a trading unit of Commercial Services and provides a purchasing, warehousing and distribution service to a wide ranging customer base within local government and associated public bodies in Kent, neighbouring counties and across the UK. Kent County Council (the Council) is the largest local authority in England covering an area of 3 500 square kilometres. It has an annual expenditure of circa. 1 000 000 000

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Lot 1 — Lease and Purchased Multifunctional Devices and Document Solutions (MFDs),

Lot 2 — Lease and Purchased Remanufactured Multifunctional Devices and Document Solutions,

Lot 3 — Digital Duplicators,

Lot 4 — Print Room and Associated Equipment,

Lot 5 — Managed Print Service (MPS).

II.2.2) **Information about options**

Options: no

II.2.3) **Information about renewals**

This contract is subject to renewal: no

II.3) **Duration of the contract or time limit for completion**

Duration in months: 48 (from the award of the contract)

**Information about lots**

Lot No: 1

Lot title: Lease and Purchased Multifunctional Devices and Document Solutions

1) **Short description**

Lot 1 covers the provision of MFDs, to include both A4 and A4/A3 Networked and Standalone Photocopiers, Printers, Wide Format Printers, all with CPC maintenance, and the provision of Document Solutions. Full Managed Print Services will be covered under Lot 5. Equipment in this Lot may be procured as a direct purchase or via Lease Agreement. In addition to the standard manufacturer's warranty, maintenance options must be available for all products.

2) **Common procurement vocabulary (CPV)**

30000000, 30121200, 30121300

3) **Quantity or scope**

4) **Indication about different date for duration of contract or starting/completion**

5) **Additional information about lots**

Anticipated number of Suppliers: 3-5.

Lot No: 2

Lot title: Lease and Purchased Remanufactured Multifunctional Devices

1) **Short description**

Lot 2 covers the provision of Remanufactured Multi-Functional Devices, to include A4 & A4/A3 Networked and Standalone Photocopiers, with CPC maintenance and the provision of Document Solutions. (Full Managed Print Services will be covered under Lot 5). Equipment in this lot may be procured as a direct Purchase or via Lease Agreement and is expected to perform to the same standard as new equipment. Reconditioned machines will not be accepted.

2) **Common procurement vocabulary (CPV)**

30000000, 30121200, 30121300

- 3) **Quantity or scope**
- 4) **Indication about different date for duration of contract or starting/completion**
- 5) **Additional information about lots**  
Anticipated number of Suppliers: 1 or 3-5.

Lot No: 3

Lot title: Digital Duplicators

- 1) **Short description**  
Lot 3 covers the provision of Lease/Outright Purchased wet ink based digital duplicators/ copy printers, maintenance and related consumables.
- 2) **Common procurement vocabulary (CPV)**  
30000000, 30123000
- 3) **Quantity or scope**
- 4) **Indication about different date for duration of contract or starting/completion**
- 5) **Additional information about lots**  
Anticipated number of Suppliers: 1 or 3.

Lot No: 4

Lot title: Print Room

- 1) **Short description**  
Lot 4 covers the provision of Lease/Outright purchase and CPC maintenance high volume Print Room equipment/Multi-functional Devices, including sundry equipment not limited to off line booklet makers, guillotines and other associated equipment.
- 2) **Common procurement vocabulary (CPV)**  
30000000, 30125000
- 3) **Quantity or scope**
- 4) **Indication about different date for duration of contract or starting/completion**
- 5) **Additional information about lots**  
Anticipated number of Suppliers: 3-5.

Lot No: 5

Lot title: Managed Print service

- 1) **Short description**  
Lot 5 covers the provision of a managed print service that controls the Customer's printing Devices, consolidating charges and driving savings through better efficiencies and document workflow. Suppliers tendering for this Lot should be able to provide a full range of hardware from desktop printers to high volume MFD's and reprographics equipment, as well as a full range of Software options that can be tailored to meet the Customer's requirement to improve efficiency and drive down the overall cost of their printing processes.
- 2) **Common procurement vocabulary (CPV)**  
30000000, 30121000, 30192400, 72228000, 72512000
- 3) **Quantity or scope**
- 4) **Indication about different date for duration of contract or starting/completion**
- 5) **Additional information about lots**  
Anticipated number of Suppliers: 3-5.

### **Section III: Legal, economic, financial and technical information**

- III.1) **Conditions relating to the contract**
- III.1.1) **Deposits and guarantees required:**
- III.1.2) **Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them:**
- III.1.3) **Legal form to be taken by the group of economic operators to whom the contract is to be awarded:**
- III.1.4) **Other particular conditions**  
The performance of the contract is subject to particular conditions: no
- III.2) **Conditions for participation**
- III.2.1) **Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers**
- III.2.2) **Economic and financial ability**
- III.2.3) **Technical capacity**
- III.2.4) **Information about reserved contracts**
- III.3) **Conditions specific to services contracts**
- III.3.1) **Information about a particular profession**  
Execution of the service is reserved to a particular profession: no
- III.3.2) **Staff responsible for the execution of the service**  
Legal persons 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**  
Open
- IV.1.2) **Limitations on the number of operators who will be invited to tender or to participate**
- 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) **Information about electronic auction**  
An electronic auction will be used: no
- IV.3) **Administrative information**
- IV.3.1) **File reference number attributed by the contracting authority:**  
Y17035
- IV.3.2) **Previous publication(s) concerning the same contract**  
**Prior information notice**  
Notice number in the OJEU: [2016/S 167-300736](#) of 31.8.2016
- 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**  
9.2.2017 - 14:00
- IV.3.5) **Date of dispatch of invitations to tender or to participate to selected candidates**
- IV.3.6) **Language(s) in which tenders or requests to participate may be drawn up**  
English.
- IV.3.7) **Minimum time frame during which the tenderer must maintain the tender**  
in days: 120 (from the date stated for receipt of tender)
- IV.3.8) **Conditions for opening of tenders**  
Date: 9.2.2017 - 14:30  
Persons authorised to be present at the opening of tenders: no

**Section VI: Complementary information**

- VI.1) **Information about recurrence**  
This is a recurrent procurement: no
- VI.2) **Information about European Union funds**  
The contract is related to a project and/or programme financed by European Union funds: no
- VI.3) **Additional information**  
Member Authorities or buying organisations that will be using the Agreement from the outset are: Buckinghamshire County Council Hampshire County Council Hertfordshire County Council Kent County Council (via KCS Professional Services) Suffolk County Council Other public bodies will have access to this Agreement but may only do so with the agreement of the Contracting Authority. Those organisations who may wish to access this Agreement will be members, affiliates and associates of the CBC Group, the Police Service, the Fire Service, the NHS & NHS Trusts, third sector organisations, academic centres (including Academies), publicly funded organisations and publicly owned private companies, operating within the geographic boundaries of the United Kingdom, Channel Islands and Northern Ireland. The Agreement will also be open for use by all other local authorities and public sector bodies. Full details of the classification of potential Contracting Bodies and End User's geographical areas and organisation classifications are detailed as follows: Regions in England: Main Regions:- East Midlands; West Midlands; East of England; South East; South West; North West; North East; Yorkshire & Humber; London or to individual administering Councils. See link: <http://www.direct.gov.uk/en/DI1/Directories/Localcouncils/index.htm> Northern Ireland: Administered across 26 Districts of Northern Ireland. See link: <http://www.nidirect.gov.uk/local-councils-in-northern-ireland> Scotland: Administered across 32 Council areas. See link: <http://www.cosla.gov.uk/scottish-local-government> Wales: Administered across 22 Council areas. See link: <http://wales.gov.uk/topics/localgovernment/?skip=1&lang=en> Classification of End User Organisations Local Authority Councils: County, Unitary, District, Borough, and Metropolitan Councils. (Parish and Community Councils are also permissible users). See link: <http://www.direct.gov.uk/en/DI1/Directories/Localcouncils/index.htm> Educational Establishments: Nursery School, Primary School, Middle or High School, Secondary School, Academy, Special School, Pupil Referral Unit (PRU), Further Education College, University. See links: <http://www.schoolswebdirectory.co.uk/index.php> <http://www.ukschoolsdirectory.net/> [www.education.gov.uk/edubase](http://www.education.gov.uk/edubase) [www.hefce.ac.uk](http://www.hefce.ac.uk) <http://www.universitiesuk.ac.uk/aboutus/members/Pages/default.aspx> Police, Fire & Rescue & Maritime & Coastguard Agency Emergency Services: See links: <http://www.police.uk/forces.htm> <http://www.fireservice.co.uk/> <http://www.nifrs.org/> <http://www.mcga.gov.uk/c4mca/mcga07-home.htm> NHS Bodies, the HSC (Northern Ireland) and Ambulance Services: See links: <http://www.nhs.uk/ServiceDirectories/Pages/AcuteTrustListing.aspx> <http://www.hscni.net/index.php?link=trusts> <http://www.show.scot.nhs.uk/organisations/index.aspx> <http://www.scottishambulance.com/AboutUs/HowWeOrganised.aspx> <http://www.wales.nhs.uk/nhswalesaboutus/structure> Central Government

Departments & their Agencies: See link: <http://www.direct.gov.uk/en/DI1/Directories/A-ZOfCentralGovernment/index.htm> Registered Charities: See links: [http://www.charitycommission.gov.uk/About\\_us/Regulation/ Registering\\_charities\\_index.aspx](http://www.charitycommission.gov.uk/About_us/Regulation/Registering_charities_index.aspx) <http://www.oscr.org.uk/> <http://www.nidirect.gov.uk/index/contacts/contacts-az.htm/housing-associations-contact> Registered Social Landlords: Government-funded, not-for-profit organisations that provide affordable housing. They include housing associations, trusts and cooperatives. See link: <http://www.idea.gov.uk/idk/core/page.do?pageId=7175736> <http://www.nhfdirectory.co.uk> <http://www.direct.gov.uk/en/DI1/Directories/Localcouncils/index.htm> Northern Ireland: Administered across 11 Council areas. See link: <http://www.nidirect.gov.uk/local-councils-in-northern-ireland> Scotland: Administered across 32 Council areas. See link: <http://www.cosla.gov.uk/scottish-local-government> Wales: Administered across 22 Council areas. See link: <http://wales.gov.uk/topics/localgovernment/?skip=1&lang=en> Suppliers are advised that the Contracting Authority, its affiliates and/or authorised users, reserve the right to supply the tendered products, services, and commodities to companies that have a majority public sector ownership by any of the public sector bodies referred to above during the Agreement period as stated in this document, for the purpose of selling to other public, private and third sector organisations. This opportunity will be completed electronically via ProContract, a site run by Due North. Interested organisations should go to [www.kentbusinessportal.org.uk](http://www.kentbusinessportal.org.uk) to register and express interest. To express interest select 'Current Opportunities', from the 'Organisation' drop down box select 'Commercial Services', click search and select the appropriate opportunity. Once you have successfully expressed interest via the portal you will be sent an email directing you to the ProContract site from which you will be able to access and download the invitation to tender documentation and any other relevant information. This email should be retained, as it will contain your direct link to the ProContract portal, for information purposes only the link is [www.kentbusinessportal.org.uk/procontract/supplier.nsf](http://www.kentbusinessportal.org.uk/procontract/supplier.nsf) Do not use this link now. Tenderers should also note that final submissions must be made via ProContract, no other submission route is permitted. Failure to follow this path will result in the tender submission being disregarded. All documents pertaining to this opportunity will be available for download via the ProContract portal from the outset. Please ensure you are able to download all files immediately after accessing the ProContract portal.

VI.4) **Procedures for appeal**

VI.4.1) **Body responsible for appeal procedures**

VI.4.2) **Lodging of appeals**

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

VI.5) **Date of dispatch of this notice:**

6.1.2017