

UK-Swansea: graphic design services
Procurer reference: I
Official EU reference: 36516-2008
Please note: this notice has been published in English only

Full Details

CONTRACT NOTICE Services

SECTION I: CONTRACTING AUTHORITY

I.1) NAME, ADDRESSES AND CONTACT POINT(S): Swansea University, Singleton Park, Attn: Julian Caruana [Direct tel (44) 17 92 29 58 73], UK-Swansea SA2 8PP. Tel. (44) 17 92 20 56 78 (Main Switchboard). E-mail: l.miles@swansea.ac.uk (copy to j.r.caruana@swansea.ac.uk). Fax (44) 17 92 29 58 74.

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: UK-.

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.

SECTION II: OBJECT OF THE CONTRACT

II.1) DESCRIPTION

II.1.1) Title attributed to the contract by the contracting authority: UK-Swansea: creative design services.

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: As instructed by the University.

II.1.3) The notice involves: The establishment of a framework agreement

Duration of the framework agreement: Duration in year(s): 4.

II.1.5) Short description of the contract or purchase(s): The University has an established framework agreement for the joint design and print management of its publications and promotional material. The current contract expires in June 2008 and the University is seeking to appoint new supplier/s from 1.7.2008.

The University wishes to appoint creative design consultants that will provide a complete and comprehensive service in the areas of brand management and development, and creative design concepts. The agreement will cover a wide range of University publications including Undergraduate and Postgraduate Prospectuses, Welsh Prospectus, Annual Review, internal newsletters, flyers, brochures, magazines, posters, adverts and other publicity materials.

The appointment will also require the supplier to buy and manage print for all projects undertaken. It should be noted that the University does not intend to split the contract between design and print and is seeking a supplier able to offer high standards of service in both.

The University produces a high volume of publications throughout the year and the appointed supplier would be expected to provide fast turnaround and deliver multiple projects at key times during the publications cycle.

II.1.6) Common procurement vocabulary (CPV): 78225000, 78000000.

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: The University intends to award a contract for an initial period of three years with and option, at its sole discretion, to extend the contract by one year.

II.3) DURATION OF THE CONTRACT OR TIME-LIMIT FOR COMPLETION: Starting: 1.7.2008.

SECTION III: LEGAL, ECONOMIC, FINANCIAL AND TECHNICAL INFORMATION

III.1) CONDITIONS RELATING TO THE CONTRACT

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:

through a Pre-Qualification Questionnaire.

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: Yes.

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: In addition to the advertisement reference suppliers are asked to quote reference T08(08)/JRC in any correspondence relating to this tender.

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: 10.3.2008 - 17:00.

IV.3.5) Date of dispatch of invitations to tender or to participate to selected candidates: 28.4.2008.

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

SECTION V: COMPLEMENTARY INFORMATION

VI.3) ADDITIONAL INFORMATION: The precise potential volume and range of work is unknown and the University's intention is to award the framework agreement to more than one but no more than two suppliers to ensure that the arrangement has sufficient resilience to cope with peak demands and a potential increase in requirements.

GO reference: GO 08020619/01.

VI.5) DATE OF DISPATCH OF THIS NOTICE: 6.2.2008.

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