Community Services Directorate

Library and Information Service

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**Notification**

**Re-procurement of The Libraries Consortium Courier Services**

**Framework Agreement**

**CPV and NUTS codes**

* Courier serves and libraries

**Description of services**

The Libraries Consortium (TLC – formerly the London Libraries Consortium) is a group of 20 local authorities that share the Library Management System and seek to develop opportunities to realise efficiencies and effectiveness in the delivery of library services. TLC offers access to 7 million titles at the click of a button and membership cards can be used seamlessly in any of the member authorities. Books and other items can be borrowed from over 254 branch libraries and returned to any of the member libraries.

Lewisham Council is the lead authority that developed a Framework Agreement for the distribution and courier services required by TLC to move books and other items (library resources) from libararies within a participating authority to another participating authority and within the boundaries of each participating authority, enabling customers to easily access and request catalogued materials from across the TLC.

The TLC is seeking to procure a Courier Services through a Framework Agreement with a single provider to secure the safe and prompt movement of library stock (books) and other library resources that would fit into a standard crate(s) as requested by the authority (CDs, DVDs, stationery, reports, leaflets, confidential documents etc.) within the individual local authority (internal) libraries and between libraries in the TLC (external). All stock will also be sorted by the Courier Service to ensure stock is delivered to the correct sites. The central exchange depot and suitable crates will be provided by the contractor.

The Framework Agreement is valid for upto 4 years from 1 April 2022. The contracting authorities have expressed an interest in calling off from the framework from 1 April 2022 for a period of 12 months, which can be renewed on an annual basis for no more than three years (max of 4 years) within the expiry date of the Framework Agreement.

The procurement will be a “Catogory A” open tender and will be undertaken in accordance with Lewisham Council’s Contract Rules, procurement policy and procedures, Social Value Policy, and in compliance the relevant legislation. Due to the estimated aggregated value of this contract this procurement will follow FTS compliant process. The proposed evaluation criteria split will be price(50), quality(40) and social value(10).

**How to apply**

The tender pack will be available from **mid-September 2021.** Requests to participate must be submitted electronically via: <https://procontract.due-north.com>. The procurement documents will be available for unrestricted and full direct access, free of charge, at:

[https://procontract.due-north.com/Register](https://urldefense.proofpoint.com/v2/url?u=https-3A__procontract.due-2Dnorth.com_Register&d=DwMFAg&c=OMjwGp47Ad5otWI0__lpOg&r=QHsB6GIqMD19-uChLBNn9GqLaTPwXkbtMRj8a5YDIG0&m=cQDsyRp1nIwIH2vejrDQ5MtKVXasQMcUcstkO9rXuLQ&s=8wmh_ykwkwphQC6ERboNq59WIRYJ08_2ijjNaaAhcgc&e=)

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