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Contract

## **YPO - 001152 The Supply of Office Machines**

YPO

F03: Contract award notice

Notice identifier: 2023/S 000-000618

Procurement identifier (OCID): ocds-h6vhtk-0368fb

Published 10 January 2023, 9:12am

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

YPO

41 Industrial Park

Wakefield

WF2 0XE

#### **Contact**

Contracts Team

#### **Email**

[contracts@ypo.co.uk](mailto:contracts@ypo.co.uk)

#### **Telephone**

+44 1924664685

#### **Country**

United Kingdom

**Region code**

UKE45 - Wakefield

**Internet address(es)**

Main address

<http://www.ypo.co.uk/>

Buyer's address

<http://www.ypo.co.uk/>

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

YPO - 001152 The Supply of Office Machines

Reference number

001152

#### **II.1.2) Main CPV code**

- 30100000 - Office machinery, equipment and supplies except computers, printers and furniture

#### **II.1.3) Type of contract**

Supplies

#### **II.1.4) Short description**

YPO are looking for Providers to be appointed onto a Framework Agreement for the supply of

Office Machines for use primarily in the education market. This Framework is designed to meet the needs of YPO by establishing an agreement for Providers to deliver both stock into

YPO's distribution centre in Wakefield, West Yorkshire and to deliver to YPO customers on a

direct basis whereby the end customer places the order with YPO and YPO places the order

with the Provider, but the Provider delivers direct to the end customer.

#### **II.1.6) Information about lots**

This contract is divided into lots: Yes

#### **II.1.7) Total value of the procurement (excluding VAT)**

Value excluding VAT: £4,000,000

## **II.2) Description**

### **II.2.1) Title**

Trimmers

Lot No

1

### **II.2.2) Additional CPV code(s)**

- 30100000 - Office machinery, equipment and supplies except computers, printers and furniture

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

### **II.2.4) Description of the procurement**

Trimmers

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 30%

Quality criterion - Name: Delivery and Customer Service / Weighting: 10%

Quality criterion - Name: Social Value and Sustainability / Weighting: 10%

Price - Weighting: 50%

### **II.2.11) Information about options**

Options: Yes

Description of options

The Framework Agreement will cover the period from 10th January 2023 to 9th January 2025 with two options to extend for an additional 12 months. The first decision to extend the

contract period will be taken by the end of August 2024 and will be dependent on

satisfactory completion of all aspects of the contract to date, the current market conditions for this category and YPO's contracting structures. The maximum contract period will therefore be 4 years, from 10th January 2023 to 9th January 2027 (subject to an annual review, incorporating price negotiations and KPI performance).

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

## **II.2) Description**

### **II.2.1) Title**

Guillotines

Lot No

2

### **II.2.2) Additional CPV code(s)**

- 30100000 - Office machinery, equipment and supplies except computers, printers and furniture

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

### **II.2.4) Description of the procurement**

Guillotines

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 30%

Quality criterion - Name: Delivery and Customer Service / Weighting: 10%

Quality criterion - Name: Social Value/Sustainability / Weighting: 10%

Price - Weighting: 50%

**II.2.11) Information about options**

Options: Yes

Description of options

The Framework Agreement will cover the period from 10th January 2023 to 9th January 2025 with two options to extend for an additional 12 months. The first decision to extend the

contract period will be taken by the end of August 2024 and will be dependent on satisfactory completion of all aspects of the contract to date, the current market conditions for this category and YPO's contracting structures. The maximum contract period will therefore be 4 years, from 10th January 2023 to 9th January 2027 (subject to an annual review, incorporating price negotiations and KPI performance).

**II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

**II.2) Description****II.2.1) Title**

Laminators

Lot No

3

**II.2.2) Additional CPV code(s)**

- 30100000 - Office machinery, equipment and supplies except computers, printers and furniture

**II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

**II.2.4) Description of the procurement**

Laminators

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 30%

Quality criterion - Name: Delivery and customer service / Weighting: 10%

Quality criterion - Name: Social Value/ Sustainability / Weighting: 10%

Price - Weighting: 50%

### **II.2.11) Information about options**

Options: Yes

Description of options

The Framework Agreement will cover the period from 10th January 2023 to 9th January 2025 with two options to extend for an additional 12 months. The first decision to extend the

contract period will be taken by the end of August 2024 and will be dependent on satisfactory completion of all aspects of the contract to date, the current market conditions

for this category and YPO's contracting structures. The maximum contract period will

therefore be 4 years, from 10th January 2023 to 9th January 2027 (subject to an annual review, incorporating price negotiations and KPI performance).

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

## **II.2) Description**

### **II.2.1) Title**

Binding Machines

Lot No

4

**II.2.2) Additional CPV code(s)**

- 30100000 - Office machinery, equipment and supplies except computers, printers and furniture

**II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

**II.2.4) Description of the procurement**

Binding Machines

**II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 30%

Quality criterion - Name: Delivery and customer service / Weighting: 10%

Quality criterion - Name: Social value/sustainability / Weighting: 10%

Price - Weighting: 50%

**II.2.11) Information about options**

Options: Yes

Description of options

The Framework Agreement will cover the period from 10th January 2023 to 9th January 2025 with two options to extend for an additional 12 months. The first decision to extend the

contract period will be taken by the end of August 2024 and will be dependent on satisfactory completion of all aspects of the contract to date, the current market conditions

for this category and YPO's contracting structures. The maximum contract period will

therefore be 4 years, from 10th January 2023 to 9th January 2027 (subject to an annual review, incorporating price negotiations and KPI performance).



### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

## **II.2) Description**

### **II.2.1) Title**

Shredders

Lot No

5

### **II.2.2) Additional CPV code(s)**

- 30100000 - Office machinery, equipment and supplies except computers, printers and furniture

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

### **II.2.4) Description of the procurement**

Shredders

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 30%

Quality criterion - Name: Delivery and customer service / Weighting: 10%

Quality criterion - Name: Social Value/Sustainability / Weighting: 10%

Price - Weighting: 50%

### **II.2.11) Information about options**

Options: Yes

Description of options

The Framework Agreement will cover the period from 10th January 2023 to 9th January

2025 with two options to extend for an additional 12 months. The first decision to extend the

contract period will be taken by the end of August 2024 and will be dependent on satisfactory completion of all aspects of the contract to date, the current market conditions

for this category and YPO's contracting structures. The maximum contract period will

therefore be 4 years, from 10th January 2023 to 9th January 2027 (subject to an annual review, incorporating price negotiations and KPI performance).

### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

## **II.2) Description**

### **II.2.1) Title**

Auto-Feed Shredders

Lot No

6

### **II.2.2) Additional CPV code(s)**

- 30100000 - Office machinery, equipment and supplies except computers, printers and furniture

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

### **II.2.4) Description of the procurement**

Auto-Feed Shredders

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 30%

Quality criterion - Name: Deliver and customer service / Weighting: 10%

Quality criterion - Name: Social Value/sustainability / Weighting: 10%

Price - Weighting: 50%

#### **II.2.11) Information about options**

Options: Yes

Description of options

The Framework Agreement will cover the period from 10th January 2023 to 9th January 2025 with two options to extend for an additional 12 months. The first decision to extend the

contract period will be taken by the end of August 2024 and will be dependent on satisfactory completion of all aspects of the contract to date, the current market conditions

for this category and YPO's contracting structures. The maximum contract period will

therefore be 4 years, from 10th January 2023 to 9th January 2027 (subject to an annual review, incorporating price negotiations and KPI performance).

#### **II.2.13) Information about European Union Funds**

The procurement is related to a project and/or programme financed by European Union funds: No

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## **Section IV. Procedure**

### **IV.1) Description**

#### **IV.1.1) Type of procedure**

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

#### **IV.2.1) Previous publication concerning this procedure**

Notice number: [2022/S 000-026010](#)

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## **Section V. Award of contract**

### **Contract No**

1

### **Lot No**

all lots

### **Title**

YPO - 001152 The Supply of Office Machines

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

20 December 2022

#### **V.2.2) Information about tenders**

Number of tenders received: 9

The contract has been awarded to a group of economic operators: Yes

#### **V.2.3) Name and address of the contractor**

Acco UK Limited

Aylesbury

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

No

**V.2.3) Name and address of the contractor**

CCL Label Limited

Castleford

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

No

**V.2.3) Name and address of the contractor**

Fellowes Ltd

Doncaster

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

HSM (UK) LIMITED

Burntwood

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

S.J.Waterman Limited

Bushey

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

SNOPAKE LIMITED

London

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

THOMAS STONER SUPPLIES LIMITED

Scunthorpe

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

**V.2.3) Name and address of the contractor**

VIVID LAMINATING TECHNOLOGIES LIMITED

Ashby De La Zouch

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

**V.2.4) Information on value of contract/lot (excluding VAT)**

Total value of the contract/lot: £4,000,000



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## **Section VI. Complementary information**

### **VI.3) Additional information**

YPO are purchasing on the behalf of other contracting authorities. Please see the below link for

details: <https://www.ypo.co.uk/about/customers/missible-users> .

YPO will incorporate a standstill period at the point of notification of the award of the contract is

provided to all bidders. The standstill period will be for a minimum of 10 calendar days, and

provides time for unsuccessful tenderers to challenge the award decision before the contract is

entered into. The Public Contracts Regulations 2015 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).

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

High Court of England and Wales

London

Country

United Kingdom