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Contract

## **Provision of Archive Supplies Framework**

Historic Environment Scotland  
National Trust for Scotland

F03: Contract award notice

Notice identifier: 2023/S 000-001285

Procurement identifier (OCID): ocds-h6vhtk-037576

Published 16 January 2023, 2:17pm

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

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

Historic Environment Scotland

Longmore House, Salisbury Place

Edinburgh

EH9 1SH

#### **Contact**

Catherine McNair

#### **Email**

[procurement@hes.scot](mailto:procurement@hes.scot)

#### **Telephone**

+44 1316688866

#### **Fax**

+44 1316688877

**Country**

United Kingdom

**NUTS code**

UKM75 - Edinburgh, City of

**Internet address(es)**

Main address

<http://historicenvironment.scot>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00164](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00164)

**I.1) Name and addresses**

National Trust for Scotland

Hermiston quay, 5 Cultins Road

Edinburgh

EH11 4DF

**Email**

[procurement@hes.scot](mailto:procurement@hes.scot)

**Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

[www.nts.org.uk](http://www.nts.org.uk)

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA12344](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA12344)

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

The contract involves joint procurement

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

National or federal Agency/Office

## **I.5) Main activity**

Other activity

Built Environment, Conservation and Tourism

## **Section II: Object**

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

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

Provision of Archive Supplies Framework

Reference number

HES/C/4160

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

- 30191100 - Filing equipment

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

Supplies

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

Framework Agreement that will supply high-quality storage supplies for the HES Archive collections.

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

This contract is divided into lots: Yes

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

Lowest offer: £18,422 / Highest offer: £21,533 taken into consideration

### **II.2) Description**

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

Flour flap folders for glass plates

Lot No

3

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

- 22852000 - Folders

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

NUTS codes

- UKM75 - Edinburgh, City of

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

HES is looking for quotes for a Framework Agreement that will supply high-quality storage supplies for the HES Archive collections. Detailed product requirements can be found in the pricing schedule. The products that HES require have been split into eight Lots which will be considered as individual categories. The framework will likely appoint multiple suppliers for different product Lots.

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

Quality criterion - Name: Material Specifications / Weighting: 25

Quality criterion - Name: Technical dimensions and functions / Weighting: 25

Quality criterion - Name: Guarantee on delivery schedules / Weighting: 5

Quality criterion - Name: Reducing environmental impact / Weighting: 15

Quality criterion - Name: Fair Work Practices / Weighting: 5

Price - Weighting: 25

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

Options: No

### **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**

Rolled Drawing Box

Lot No

4

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

- 30193700 - File storage box

**II.2.3) Place of performance**

NUTS codes

- UKM75 - Edinburgh, City of

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

HES is looking for quotes for a Framework Agreement that will supply high-quality storage supplies for the HES Archive collections. Detailed product requirements can be found in the pricing schedule. The products that HES require have been split into eight Lots which will be considered as individual categories. The framework will likely appoint multiple suppliers for different product Lots.

**II.2.5) Award criteria**

Quality criterion - Name: Material Specifications / Weighting: 25

Quality criterion - Name: Technical dimensions and functions / Weighting: 25

Quality criterion - Name: Guarantee on delivery schedules / Weighting: 5

Quality criterion - Name: Reducing environmental impact / Weighting: 15

Quality criterion - Name: Fair work Practices / Weighting: 5

Price - Weighting: 25

**II.2.11) Information about options**

Options: No

**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**

Manuscript/drawing boxes

Lot No

5

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

- 30193700 - File storage box

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

NUTS codes

- UKM75 - Edinburgh, City of

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

HES is looking for quotes for a Framework Agreement that will supply high-quality storage supplies for the HES Archive collections. Detailed product requirements can be found in the pricing schedule. The products that HES require have been split into eight Lots which will be considered as individual categories. The framework will likely appoint multiple suppliers for different product Lots.

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

Quality criterion - Name: Material Specifications / Weighting: 25

Quality criterion - Name: Technical dimensions and functions / Weighting: 25

Quality criterion - Name: Guarantee on delivery schedules / Weighting: 5

Quality criterion - Name: Reducing environmental impact / Weighting: 15

Quality criterion - Name: Fair Work Practices / Weighting: 5

Price - Weighting: 25

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

Options: No

### **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**

Photographic media boxes

Lot No

6

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

- 30193700 - File storage box

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

NUTS codes

- UKM75 - Edinburgh, City of

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

HES is looking for quotes for a Framework Agreement that will supply high-quality storage supplies for the HES Archive collections. Detailed product requirements can be found in the pricing schedule. The products that HES require have been split into eight Lots which will be considered as individual categories. The framework will likely appoint multiple suppliers for different product Lots.

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

Quality criterion - Name: Material Specifications / Weighting: 25

Quality criterion - Name: Technical dimensions and functions / Weighting: 25

Quality criterion - Name: Guarantee on delivery schedules / Weighting: 5

Quality criterion - Name: Reducing environmental impact / Weighting: 15

Quality criterion - Name: Fair Work Practices / Weighting: 5

Price - Weighting: 25

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

Options: No

### **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**

Bespoke Boxes

Lot No

7

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

- 30193700 - File storage box

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

NUTS codes

- UKM75 - Edinburgh, City of

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

HES is looking for quotes for a Framework Agreement that will supply high-quality storage supplies for the HES Archive collections. Detailed product requirements can be found in the pricing schedule. The products that HES require have been split into eight Lots which will be considered as individual categories. The framework will likely appoint multiple suppliers for different product Lots.

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

Quality criterion - Name: Material Specifications / Weighting: 25

Quality criterion - Name: Technical dimensions and functions / Weighting: 25

Quality criterion - Name: Guarantee on delivery schedules / Weighting: 5

Quality criterion - Name: Reducing environmental impact / Weighting: 15

Quality criterion - Name: Fair Work Practices / Weighting: 5

Price - Weighting: 25

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

Options: No

### **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**

Archival storage tubes

Lot No

8

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

- 30193700 - File storage box

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

NUTS codes

- UKM75 - Edinburgh, City of

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

HES is looking for quotes for a Framework Agreement that will supply high-quality storage supplies for the HES Archive collections. Detailed product requirements can be found in the pricing schedule. The products that HES require have been split into eight Lots which will be considered as individual categories. The framework will likely appoint multiple suppliers for different product Lots.

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

Quality criterion - Name: Material Specifications / Weighting: 25

Quality criterion - Name: Technical dimensions and functions / Weighting: 25

Quality criterion - Name: Guarantee on delivery schedules / Weighting: 5

Quality criterion - Name: Reducing environmental impact / Weighting: 15

Quality criterion - Name: Fair Work practices / Weighting: 5

Price - Weighting: 25

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

Options: No

### **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**

Polyester enclosures

Lot No

1

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

- 22852000 - Folders

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

NUTS codes

- UKM75 - Edinburgh, City of

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

HES is looking for quotes for a Framework Agreement that will supply high-quality storage supplies for the HES Archive collections. Detailed product requirements can be found in the pricing schedule. The products that HES require have been split into eight Lots which will be considered as individual categories. The framework will likely appoint multiple suppliers for different product Lots.

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

Quality criterion - Name: Material specifications / Weighting: 25

Quality criterion - Name: Technical Dimensions and Functions / Weighting: 25

Quality criterion - Name: Guarantee on delivery schedules / Weighting: 5

Quality criterion - Name: Reducing environmental impact / Weighting: 15

Quality criterion - Name: Fair Work Practices / Weighting: 5

Price - Weighting: 25

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

Options: No

### **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**

Folders for plan chests

Lot No

2

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

- 22852000 - Folders

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

NUTS codes

- UKM75 - Edinburgh, City of

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

HES is looking for quotes for a Framework Agreement that will supply high-quality storage supplies for the HES Archive collections. Detailed product requirements can be found in

the pricing schedule. The products that HES require have been split into eight Lots which will be considered as individual categories. The framework will likely appoint multiple suppliers for different product Lots.

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

Quality criterion - Name: Material Specifications / Weighting: 25

Quality criterion - Name: Technical dimensions / Weighting: 25

Quality criterion - Name: Guarantee on delivery schedules / Weighting: 5

Quality criterion - Name: Reducing environmental impact / Weighting: 15

Quality criterion - Name: Fair work Practices / Weighting: 5

Price - Weighting: 25

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

Options: No

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

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

## **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 000-028854](#)

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

### **Lot No**

2

### **Title**

Folders for plan chests

A contract/lot is awarded: Yes

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

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

12 January 2023

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

Number of tenders received: 2

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 2

Number of tenders received by electronic means: 2

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

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

National Library of Scotland

-, George IV Bridge

EDINBURGH

EH1 1EW

Country

United Kingdom

NUTS code

- UKM - Scotland

The contractor is an SME

No

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

Conservation By Design Limited

9 Newmarket Court

Milton Keynes

MK10 0AG

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)**

Lowest offer: £7,289 / Highest offer: £10,809 taken into consideration

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

### **Lot No**

3

### **Title**

Flour flap folders for glass plates

A contract/lot is awarded: Yes

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

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

12 January 2023

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

Number of tenders received: 2

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 2

Number of tenders received by electronic means: 2

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

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

National Library of Scotland

-, George IV Bridge

EDINBURGH

EH1 1EW

Country

United Kingdom

NUTS code

- UKM - Scotland

The contractor is an SME

No

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

Conservation By Design Limited

9 Newmarket Court

Milton Keynes

MK10 0AG

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)**

Lowest offer: £194 / Highest offer: £706 taken into consideration

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

### **Lot No**

4

### **Title**

Rolled Drawing Box

A contract/lot is awarded: Yes

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

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

12 January 2023

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

Number of tenders received: 2

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 2

Number of tenders received by electronic means: 2

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

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

National Library of Scotland

-, George IV Bridge

EDINBURGH

EH1 1EW

Country

United Kingdom

NUTS code

- UKM - Scotland

The contractor is an SME

No

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

Conservation By Design Limited

9 Newmarket Court

Milton Keynes

MK10 0AG

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)**

Lowest offer: £1,496 / Highest offer: £1,750 taken into consideration

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

### **Lot No**

5

### **Title**

Manuscript/drawing boxes

A contract/lot is awarded: Yes

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

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

12 January 2023

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

Number of tenders received: 2

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 2

Number of tenders received by electronic means: 2

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

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

National Library of Scotland

-, George IV Bridge

EDINBURGH

EH1 1EW

Country

United Kingdom

NUTS code

- UKM - Scotland

The contractor is an SME

No

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

Conservation By Design Limited

9 Newmarket Court

Milton Keynes

MK10 0AG

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)**

Lowest offer: £6,030 / Highest offer: £6,423 taken into consideration

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

### **Lot No**

6

### **Title**

Photographic media boxes

A contract/lot is awarded: Yes

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

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

12 January 2023

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

Number of tenders received: 2

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 2

Number of tenders received by electronic means: 2

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

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

National Library of Scotland

-, George IV Bridge

EDINBURGH

EH1 1EW

Country

United Kingdom

NUTS code

- UKM - Scotland

The contractor is an SME

No

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

Conservation By Design Limited

9 Newmarket Court

Milton Keynes

MK10 0AG

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)**

Lowest offer: £900 / Highest offer: £1,102 taken into consideration

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

### **Lot No**

7

### **Title**

Bespoke Boxes

A contract/lot is awarded: Yes

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

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

12 January 2023

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

Number of tenders received: 2

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 2

Number of tenders received by electronic means: 2

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

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

National Library of Scotland

-, George IV Bridge

EDINBURGH

EH1 1EW

Country

United Kingdom

NUTS code

- UKM - Scotland

The contractor is an SME

No

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

Conservation By Design Limited

9 Newmarket Court

Milton Keynes

MK10 0AG

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)**

Lowest offer: £206 / Highest offer: £368 taken into consideration

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

### **Lot No**

1

### **Title**

Polyester enclosures

A contract/lot is awarded: Yes

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

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

12 January 2023

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

Number of tenders received: 1

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 1

Number of tenders received by electronic means: 1

The contract has been awarded to a group of economic operators: No

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

Conservation By Design Limited

9 Newmarket Court

Milton Keynes

MK10 0AG

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: £1,378

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

#### **Lot No**

8

#### **Title**

Archival storage tubes

A contract/lot is awarded: Yes

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

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

12 January 2023

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

Number of tenders received: 1

Number of tenders received from SMEs: 1

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 1

Number of tenders received by electronic means: 1

The contract has been awarded to a group of economic operators: No

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

National Library of Scotland

-, George IV Bridge

EDINBURGH

EH1 1EW

Country

United Kingdom

NUTS code

- UKM - Scotland

The contractor is an SME

No

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

Total value of the contract/lot: £1,302

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## **Section VI. Complementary information**

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

(SC Ref:719177)

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

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

Edinburgh Sheriff Court and Justice of Peace Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Country

United Kingdom