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Planning

Specialist Office Equipment Request for Information

Social Security Scotland

F01: Prior information notice

Prior information only

Notice identifier: 2025/S 000-002236

Procurement identifier (OCID): ocds-h6vhtk-04d57d

Published 22 January 2025, 3:14pm

Section I: Contracting authority

I.1) Name and addresses

Social Security Scotland

3rd Floor, Agnes Husband House, 17 South Union Street

Dundee

DD1 4BF

Contact

Kyle Wands

Email

kyle.wands@socialsecurity.gov.scot

Telephone

+44 1412425913

Country

United Kingdom

NUTS code

UKM - Scotland

Internet address(es)

Main address

<http://www.socialsecurity.gov.scot/>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA30345

I.3) Communication

Additional information can be obtained from the above-mentioned address

I.4) Type of the contracting authority

National or federal Agency/Office

I.5) Main activity

Social protection

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Specialist Office Equipment Request for Information

Reference number

S/24/097

II.1.2) Main CPV code

- 30190000 - Various office equipment and supplies

II.1.3) Type of contract

Supplies

II.1.4) Short description

Please see this Prior Information Notice (PIN) relating to the provision of Specialist Office Equipment for Social Security Scotland. This PIN relates to a Request For Information (RFI) which Social Security Scotland are undertaking ahead of the proposed procurement to inform the Procurement Strategy.

II.1.5) Estimated total value

Value excluding VAT: £400,000

II.1.6) Information about lots

This contract is divided into lots: Yes

The contracting authority reserves the right to award contracts combining the following lots or groups of lots:

Social Security Scotland reserves the right to limit or combine any of the proposed 5 lots, depending on the feedback received from this Prior Information Notice and the Request for Information.

II.2) Description

II.2.1) Title

Specialist ergonomic chairs including related services such as bespoke fitting, installation and training

Lot No

1

II.2.2) Additional CPV code(s)

- 30190000 - Various office equipment and supplies
- 39112000 - Chairs
- 39110000 - Seats, chairs and related products, and associated parts
- 39113000 - Miscellaneous seats and chairs
- 39000000 - Furniture (incl. office furniture), furnishings, domestic appliances (excl. lighting) and cleaning products
- 39100000 - Furniture
- 39130000 - Office furniture

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Agnes Husband House, Dundee

II.2.4) Description of the procurement

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Quick Quote function. If you have not received an email to access to the RFI through the Quick Quote function on Public Contracts Scotland within 2 working days of expressing your interest, please contact Kyle Wands at the contact details above. Please note that Social Security Scotland are not seeking any pricing at this stage and information provided in response to the RFI will not be used to form judgements regarding supplier performance, capacity or capability under any current or future procurement process. We may however wish to engage with suppliers upon receipt of the information requested to clarify aspects of their response. The deadline for responses to the RFI is 12:00:00 Noon on Friday 14th February 2025 as detailed within the RFI.

II.2) Description

II.2.1) Title

Specialist ergonomic desks including related services such as bespoke fitting and installation

Lot No

2

II.2.2) Additional CPV code(s)

- 30190000 - Various office equipment and supplies
- 39000000 - Furniture (incl. office furniture), furnishings, domestic appliances (excl. lighting) and cleaning products
- 39100000 - Furniture
- 39130000 - Office furniture
- 39121000 - Desks and tables
- 39121100 - Desks

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Agnes Husband House, Dundee

II.2.4) Description of the procurement

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II.2) Description

II.2.1) Title

Specialist ergonomic workstation peripherals including related services such as installation and support

Lot No

3

II.2.2) Additional CPV code(s)

- 30190000 - Various office equipment and supplies
- 39000000 - Furniture (incl. office furniture), furnishings, domestic appliances (excl. lighting) and cleaning products
- 39100000 - Furniture
- 39130000 - Office furniture
- 31680000 - Electrical supplies and accessories
- 31681000 - Electrical accessories

- 30237410 - Computer mouse
- 30237460 - Computer keyboards

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Agnes Husband House, Dundee

II.2.4) Description of the procurement

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II.2) Description

II.2.1) Title

Specialist ergonomic workstation accessories including related services such as installation and support

Lot No

4

II.2.2) Additional CPV code(s)

- 30190000 - Various office equipment and supplies
- 39000000 - Furniture (incl. office furniture), furnishings, domestic appliances (excl. lighting) and cleaning products
- 39100000 - Furniture
- 39130000 - Office furniture
- 30191000 - Office equipment except furniture
- 30197000 - Small office equipment
- 39113700 - Footrests
- 30237290 - Keyboard wrist rests

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Agnes Husband House, Dundee

II.2.4) Description of the procurement

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II.2) Description

II.2.1) Title

Specialist headsets including ear pads and cushions

Lot No

5

II.2.2) Additional CPV code(s)

- 30190000 - Various office equipment and supplies
- 39000000 - Furniture (incl. office furniture), furnishings, domestic appliances (excl. lighting) and cleaning products
- 39100000 - Furniture
- 39130000 - Office furniture
- 32551300 - Telephone headsets
- 32342100 - Headphones

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Agnes Husband House, Dundee

II.2.4) Description of the procurement

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II.3) Estimated date of publication of contract notice

7 April 2025

Section IV. Procedure

IV.1) Description

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

The procurement is covered by the Government Procurement Agreement: Yes

Section VI. Complementary information

VI.3) Additional information

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NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=788274.

(SC Ref:788274)