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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](mailto: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](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

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**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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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

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## **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

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## 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](https://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=788274).

(SC Ref:788274)