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Contract

## Supply of Archival Boxboard

National Library of Scotland

F20: Modification notice

Notice identifier: 2026/S 000-002914

Procurement identifier (OCID): ocds-h6vhtk-02dc02

Published 14 January 2026, 8:56am

## Section I: Contracting authority/entity

### I.1) Name and addresses

National Library of Scotland

George IV Bridge

Edinburgh

EH1 1EW

### Contact

Alyssa Lamb

### Email

[A.lamb@nls.uk](mailto:A.lamb@nls.uk)

### Telephone

+44 1316233790

### Fax

+44 1316233701

**Country**

United Kingdom

**NUTS code**

UKM - Scotland

**Internet address(es)**

Main address

<http://www.nls.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA11622](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA11622)

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## **Section II: Object**

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

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

Supply of Archival Boxboard

Reference number

2021.22.001

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

- 22992000 - Hand-made paper or paperboard

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

Supplies

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

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

- 22992000 - Hand-made paper or paperboard
- 22993100 - Photosensitive paper or paperboard
- 22993200 - Heat-sensitive paper or paperboard
- 22993400 - Corrugated paper or paperboard
- 22993300 - Thermographic paper or paperboard

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

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

National Library of Scotland, 4 Bankhead Medway, Edinburgh, EH11 4BY

#### **II.2.4) Description of the procurement at the time of conclusion of the contract:**

The National Library of Scotland 'the Library' and National Records of Scotland 'NRS' both use KasemakeCAD box making machines for the production of archival boxes. The

Library also uses a Global RBC70 die-cutting machine.

Both organisations require a call-off contract for supply and delivery of archival boxboard and associated services as detailed in full below. This contract will replace the current contract that is due to end in January 2022.

The Library and NRS both contribute to the effective administration of Scotland by collecting, holding, preserving and archiving certain public records and by making them available in accordance with their statutory and other functions.

Both Organisations require archival folding board (board) for use on CAD box-making machines and die cutting machines to produce archival boxes. The archival boxes will provide a micro-environment for archival collections including books, papers and photographs, protecting them from fluctuations in temperature and relative humidity, exposure to light and dust, handling damage and the accidental release of water.

All storage and archival work undertaken by the Organisations is carried out in compliance with ISO 16245:2009 Information and documentation - Boxes, file covers and other enclosures, made from cellulosic materials, for storage of paper and parchment documents and BS 4971:2017 Conservation and care of archive and library collections.

#### **II.2.7) Duration of the contract, framework agreement, dynamic purchasing system or concession**

Duration in months

48

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

#### **IV.2.1) Contract award notice concerning this contract**

Notice number: [2021/S 000-021651](#)

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## Section V. Award of contract/concession

### Contract No

2021.22.001

### Title

Supply of Archival Boxboard

### V.2) Award of contract/concession

#### V.2.1) Date of conclusion of the contract/concession award decision:

5 January 2022

#### V.2.2) Information about tenders

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

#### V.2.3) Name and address of the contractor/concessionaire

Conservation By Design Limited

2 Wolseley Road

Bedford

MK42 7AD

Email

[info@cxdinternational.com](mailto:info@cxdinternational.com)

Telephone

+44 1234846359

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor/concessionaire is an SME

Yes

**V.2.4) Information on value of the contract/lot/concession (at the time of conclusion of the contract;excluding VAT)**

Total value of the procurement: £135,000

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## **Section VI. Complementary information**

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

The SPD module scoring methodology and minimum mandatory requirements is detailed at sections 10 & 11 of the Contract Notice Instruction and Guidance Document.

To safeguard the effective delivery of the contract , the Library will require any key subcontractors proposed to be used for the delivery of the contract to complete sections A and B of Part II and Part III only of the SPD (S)

Contract Award criteria will be made available along with the ITT and Schedules to tender to the successful Bidders.

The Library is not bound to accept the lowest price or any tendered submission.

(SC Ref:820545)

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

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

Edinburgh Sheriff Court

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Telephone

+44 1312252525

Country

United Kingdom

Internet address

<https://scotcourts.gov.uk/about-the-scottish-court-service/contact-us>

#### **VI.4.3) Review procedure**

Precise information on deadline(s) for review procedures

Precise information on deadline(s) for review procedures:

The Library will incorporate a minimum of 10 calendar days standstill period at the point of which information on the decision to award the contract is communicated to tenderers (the standstill notification). An economic operator that suffers, or risks suffering, loss or damage attributable to a breach of duty under the Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or Court of Sessions after informing the Library of its intentions.

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## **Section VII: Modifications to the contract/concession**

### **VII.1) Description of the procurement after the modifications**

#### **VII.1.1) Main CPV code**

- 22992000 - Hand-made paper or paperboard

#### **VII.1.2) Additional CPV code(s)**

- 22993100 - Photosensitive paper or paperboard
- 22993200 - Heat-sensitive paper or paperboard
- 22993400 - Corrugated paper or paperboard
- 22993300 - Thermographic paper or paperboard

#### **VII.1.3) Place of performance**

NUTS code

- UKM75 - Edinburgh, City of

#### **VII.1.4) Description of the procurement:**

The National Library of Scotland 'NLS' and the National Records of Scotland 'NRS' have extended the financial value of this contract by 20% in line with Regulation 72(1)(e) of the Public Contracts (Scotland) Regulations 2015. The duration stipulated under section II.2.7 below is an estimate only, and the exact end date for the contract period covered by this modification will be driven by the maximum allowable financial spend during this period.

**VII.1.5) Duration of the contract, framework agreement, dynamic purchasing system or concession**

Duration in months

10

**VII.1.6) Information on value of the contract/lot/concession (excluding VAT)**

Total value of the contract/lot/concession:

£26,500

**VII.1.7) Name and address of the contractor/concessionaire**

Conservation By Design Limited

18 Triumph Way

Bedford

MK42 7QB

Telephone

+44 1234846300

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor/concessionaire is an SME

Yes

## **VII.2) Information about modifications**

### **VII.2.1) Description of the modifications**

Nature and extent of the modifications (with indication of possible earlier changes to the contract):

The National Library of Scotland 'NLS' and the National Records of Scotland 'NRS' have extended the financial value of this contract by 20% in line with Regulation 72(1)(e) of the Public Contracts (Scotland) Regulations 2015. The duration stipulated under section II.2.7 below is an estimate only, and the exact end date for the contract period covered by this modification will be driven by the maximum allowable financial spend during this period.

### **VII.2.2) Reasons for modification**

Need for additional works, services or supplies by the original contractor/concessionaire.

Description of the economic or technical reasons and the inconvenience or duplication of cost preventing a change of contractor:

Soon after contract commencement in 2022, the contracted fees rose by around 50% due to the outbreak of the war in Ukraine, as one of the chemicals required to make the cardboard covered by this contract was to that date sourced from Ukraine which as no longer possible. Therefore, the allocated contract budget vs the amount of cardboard required had to be re-aligned, resulting in the decision to extend the contract value non-substantially to allow the purchase of outstanding cardboard at a revised budget. This revised budget was not available during the initial contract term.

### **VII.2.3) Increase in price**

Updated total contract value before the modifications (taking into account possible earlier contract modifications, price adaptions and average inflation)

Value excluding VAT: £26,500

Total contract value after the modifications

Value excluding VAT: £160,000