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Tender

## **001278 - Packaging Materials and Consumables**

YPO

F02: Contract notice

Notice identifier: 2025/S 000-003697

Procurement identifier (OCID): ocds-h6vhtk-049a41

Published 4 February 2025, 3:54pm

### **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

<https://procontract.due-north.com/register?ReadForm>

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

The contract is awarded by a central purchasing body

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://procontract.due-north.com/register?ReadForm>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://procontract.due-north.com/register?ReadForm>

**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**

001278 - Packaging Materials and Consumables

Reference number

001278

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

- 22993400 - Corrugated paper or paperboard

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

Supplies

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

YPO are looking for Providers to be appointed onto a Contract for the provision of Packaging Materials, Machines and Consumables. The Contract is designed to meet the needs of YPO and any of YPO's wholly owned associated or subsidiary companies.

#### **II.1.5) Estimated total value**

Value excluding VAT: £5,500,000

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

This contract is divided into lots: Yes

Tenders may be submitted for all lots

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

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

Cartons and Boards

Lot No

1

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

- 22993400 - Corrugated paper or paperboard

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

NUTS codes

- UKE45 - Wakefield

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

This Lot is for the provision of cartons and boards to be delivered to YPO's Wakefield distribution centre

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

Quality criterion - Name: Quality / Weighting: 20%

Quality criterion - Name: Delivery and Lead Times / Weighting: 25%

Quality criterion - Name: Innovation and Sustainability / Weighting: 20%

Price - Weighting: 35%

### **II.2.6) Estimated value**

Value excluding VAT: £5,500,000

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

Start date

23 April 2025

End date

22 April 2032

This contract is subject to renewal

Yes

Description of renewals

There is a possibility that this framework will be subject to renewal after 3.5 years from the

commencement date.

### **II.2.10) Information about variants**

Variants will be accepted: Yes

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

Options: Yes

Description of options

The Contract will cover the period from 23rd April 2025 to 22nd April 2028 with two options to extend for an additional 24 months. The first decision to extend the contract period will be taken by the end of January 2028 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 7 years, from 23rd April 2025 to 22nd April 2032 (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.2.14) Additional information**

YPO will accept dimension variations to some lines in this Lot in one of the 2 following ways:

YPO will allow +/-10% tolerance above or below baseline on dimensions stated below. For example, if item is 144mm long, suppliers can quote up to 158.4mm above the baseline or up to 129.6mm below the baseline. Suppliers who fail to quote within 10% tolerance might be disqualified from the process.

YPO will allow +5% tolerance above the baseline only on dimensions stated below. For example, if item is 445mm long, suppliers can quote up to 467.25mm above the baseline. Suppliers who fail to quote within 5% tolerance might be disqualified from the process.

The items affected by this will be colour coded within Appendix 3 - Specification and Pricing Schedule.

## **II.2) Description**

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

Hand and Pallet Wrap Including Machines

Lot No

2

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

- 19500000 - Rubber and plastic materials

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

NUTS codes

- UKE45 - Wakefield

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

This Lot is for the provision of hand and pallet wrap including machines to be delivered to YPO's Wakefield distribution centre

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

Quality criterion - Name: Quality / Weighting: 20%

Quality criterion - Name: Delivery and Lead Times / Weighting: 25%

Quality criterion - Name: Innovation and Sustainability / Weighting: 20%

Price - Weighting: 35%

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

Start date

23 April 2025

End date

22 April 2032

This contract is subject to renewal

Yes

Description of renewals

There is a possibility that this framework will be subject to renewal after 3.5 years from the commencement date.

#### **II.2.10) Information about variants**

Variants will be accepted: No

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

Options: Yes

Description of options

The Contract will cover the period from 23rd April 2025 to 22nd April 2028 with two options to extend for an additional 24 months. The first decision to extend the contract period will be taken by the end of January 2028 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 7 years, from 23rd April 2025 to 22nd April 2032 (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**

Adhesive Labels and Ribbons

Lot No

3

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

- 19513200 - Adhesive tape of rubberised textiles
- 30192800 - Self-adhesive labels

- 30199760 - Labels

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

NUTS codes

- UKE45 - Wakefield

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

This Lot is for the provision of adhesive labels and ribbons to be delivered to YPO's Wakefield distribution centre

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

Quality criterion - Name: Quality / Weighting: 20%

Quality criterion - Name: Delivery and Lead Times / Weighting: 25%

Quality criterion - Name: Innovation and Sustainability / Weighting: 20%

Price - Weighting: 35%

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

Start date

23 April 2025

End date

22 April 2032

This contract is subject to renewal

Yes

Description of renewals

There is a possibility that this framework will be subject to renewal after 3.5 years from the commencement date.

### **II.2.10) Information about variants**

Variants will be accepted: No

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

Options: Yes

Description of options

The Contract will cover the period from 23rd April 2025 to 22nd April 2028 with two options to extend for an additional 24 months. The first decision to extend the contract period will be taken by the end of January 2028 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 7 years, from 23rd April 2025 to 22nd April 2032 (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**

Mail Bags and Document Wallets

Lot No

4

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

- 18923000 - Pouches and wallets
- 18923200 - Wallets
- 18933000 - Mail or parcel bags

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

NUTS codes

- UKE45 - Wakefield

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

This Lot is for the provision of mail bags and document wallets to be delivered to YPO's

Wakefield distribution centre

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

Quality criterion - Name: Quality / Weighting: 20%

Quality criterion - Name: Delivery and Lead Times / Weighting: 25%

Quality criterion - Name: Innovation and Sustainability / Weighting: 20%

Price - Weighting: 35%

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

Start date

23 April 2025

End date

22 April 2032

This contract is subject to renewal

Yes

Description of renewals

There is a possibility that this framework will be subject to renewal after 3.5 years from the commencement date.

### **II.2.10) Information about variants**

Variants will be accepted: Yes

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

Options: Yes

Description of options

The Contract will cover the period from 23rd April 2025 to 22nd April 2028 with two options to extend for an additional 24 months. The first decision to extend the contract period will be taken by the end of January 2028 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 7 years, from 23rd April 2025 to 22nd April 2032 (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.2.14) Additional information**

Please note that for items in this Lot YPO will allow +5% tolerance above the baseline only on dimensions stated in Appendix 3 - Specification and Pricing Schedule. For example, if item is 225mm long, suppliers can quote up to 236.25mm above the baseline. Suppliers who fail to quote within 5% tolerance might be disqualified from the process.

## **II.2) Description**

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

Self-Adhesive and Packaging Tape

Lot No

5

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

- 19513200 - Adhesive tape of rubberised textiles

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

NUTS codes

- UKE45 - Wakefield

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

This Lot is for the provision of self-adhesive and packaging tape to be delivered to YPO's Wakefield distribution centre

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

Quality criterion - Name: Quality / Weighting: 20%

Quality criterion - Name: Delivery and Lead Times / Weighting: 25%

Quality criterion - Name: Innovation and Sustainability / Weighting: 20%

Price - Weighting: 35%

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

Start date

23 April 2025

End date

22 April 2032

This contract is subject to renewal

Yes

Description of renewals

There is a possibility that this framework will be subject to renewal after 3.5 years from the commencement date.

### **II.2.10) Information about variants**

Variants will be accepted: Yes

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

Options: Yes

Description of options

The Contract will cover the period from 23rd April 2025 to 22nd April 2028 with two options to extend for an additional 24 months. The first decision to extend the contract period will be taken by the end of January 2028 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 7 years, from 23rd April 2025 to 22nd April 2032 (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.2.14) Additional information**

Please note that for items in this lot YPO will allow +5% tolerance above the baseline only on dimensions stated Appendix 3 - Specification and Pricing Schedule. For example, if item is 132m long, suppliers can quote up to 138.6m above the baseline. Suppliers who fail to quote within 5% tolerance might be disqualified from the process.

## **II.2) Description**

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

Other Miscellaneous Items

Lot No

6

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

- 18937100 - Goods-packing bags
- 19000000 - Leather and textile fabrics, plastic and rubber materials
- 19640000 - Polythene waste and refuse sacks and bags
- 30199762 - Luggage tags

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

NUTS codes

- UKE45 - Wakefield

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

This Lot is for the provision of other miscellaneous items to be delivered to YPO's Wakefield distribution centre

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

Quality criterion - Name: Quality / Weighting: 20%

Quality criterion - Name: Delivery and Lead Times / Weighting: 25%

Quality criterion - Name: Innovation and Sustainability / Weighting: 20%

Price - Weighting: 35%

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

Start date

23 April 2025

End date

22 April 2032

This contract is subject to renewal

Yes

Description of renewals

There is a possibility that this framework will be subject to renewal after 3.5 years from the commencement date.

### **II.2.10) Information about variants**

Variants will be accepted: Yes

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

Options: Yes

Description of options

The Contract will cover the period from 23rd April 2025 to 22nd April 2028 with two options to extend for an additional 24 months. The first decision to extend the contract period will be taken by the end of January 2028 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 7 years, from 23rd April 2025 to 22nd April 2032 (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.2.14) Additional information**

Please note that for items in this lot YPO will allow +/-5% tolerance above or below the baseline on dimensions stated Appendix 3 - Specification and Pricing Schedule. For example, if item is 900mm, suppliers can quote up to 945mm above the baseline or up to 855mm below the baseline. Suppliers who fail to quote within 5% tolerance might be disqualified from the process.

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.1) Suitability to pursue the professional activity, including requirements relating to enrolment on professional or trade registers**

List and brief description of conditions

Organisations must ensure that they are not in breach of any of the mandatory or discretionary exclusions contained in Regulation 57 of the Public Contracts Regulations 2015. Please refer to the

Tender Documentation/ Online Tender located on our E-Procurement system. The web address can be found under 'Procurement Documents' in 'Communication' section in this notice.

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

### **III.2) Conditions related to the contract**

#### **III.2.2) Contract performance conditions**

Please refer to the Framework Agreement Terms and Conditions located on our E-Procurement system. The web address can be found under Procurement Documents in 'Communication' Section in this notice.

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## **Section IV. Procedure**

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

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

Open procedure

#### **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: [2024/S 000-029220](#)

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

7 March 2025

Local time

2:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 3 (from the date stated for receipt of tender)

#### **IV.2.7) Conditions for opening of tenders**

Date

7 March 2025

Local time

2:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: There is a possibility that this framework will be subject to renewal after 3.5 years from the commencement date.

### **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/permissible-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