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Contract

Specialist Paper and Wide Format Material

The City of Edinburgh Council

F03: Contract award notice

Notice identifier: 2024/S 000-005800

Procurement identifier (OCID): ocds-h6vhtk-037208

Published 22 February 2024, 12:22pm

Section I: Contracting authority

I.1) Name and addresses

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

Email

pauline.sutherland@edinburgh.gov.uk

Telephone

+44 1314693922

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.edinburgh.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00290

I.4) Type of the contracting authority

Regional or local authority

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Specialist Paper and Wide Format Material

Reference number

CT1205

II.1.2) Main CPV code

- 30197630 - Printing paper

II.1.3) Type of contract

Supplies

II.1.4) Short description

Framework agreement for Specialist Paper and Wide Format Material

II.1.6) Information about lots

This contract is divided into lots: Yes

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

Value excluding VAT: £200,568

II.2) Description

II.2.1) Title

Wide Format Materials

Lot No

2

II.2.2) Additional CPV code(s)

- 30199100 - Carbon paper, self-copy paper, paper duplicator stencils and carbonless paper

- 37823400 - Transparent or translucent paper
- 37823500 - Art and craft paper

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

City of Edinburgh

II.2.4) Description of the procurement

The City of Edinburgh Council intends to award a Framework Agreement of a maximum of five suppliers per Lot for the purpose of Specialist Paper and Wide Format Material within a Print Services Department.

It is expected that this Framework will be for a period of four years.

II.2.5) Award criteria

Quality criterion - Name: DELIVERY OF THE FRAMEWORK / Weighting: 25

Quality criterion - Name: DELIVERY TEAM / Weighting: 15

Quality criterion - Name: CONTRACT MANAGEMENT AND KPIS / Weighting: 15

Quality criterion - Name: THE ENVIRONMENT AND SUSTAINABILITY / Weighting: 15

Quality criterion - Name: QUALITY ASSURANCE / Weighting: 10

Quality criterion - Name: COMMUNITY BENEFITS / Weighting: 10

Quality criterion - Name: FAIR WORK PRACTICES / Weighting: 5

Quality criterion - Name: BUSINESS CONTINIUTY / Weighting: 5

Price - Weighting: 70

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

Specialist Paper

Lot No

1

II.2.2) Additional CPV code(s)

- 30197642 - Photocopier paper and xerographic paper
- 30197630 - Printing paper
- 30197643 - Photocopier paper
- 30199100 - Carbon paper, self-copy paper, paper duplicator stencils and carbonless paper
- 37823500 - Art and craft paper

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

City of Edinburgh

II.2.4) Description of the procurement

The City of Edinburgh Council intends to award a Framework Agreement of a maximum of five suppliers per Lot for the purpose of Specialist Paper and Wide Format Material within a Print Services Department.

It is expected that this Framework will be for a period of four years.

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Quality criterion - Name: DELIVERY OF THE FRAMEWORK / Weighting: 25

Quality criterion - Name: DELIVERY TEAM / Weighting: 15

Quality criterion - Name: CONTRACT MANAGEMENT AND KPIS / Weighting: 15

Quality criterion - Name: THE ENVIRONMENT AND SUSTAINABILITY / Weighting: 15

Quality criterion - Name: QUALITY ASSURANCE / Weighting: 10

Quality criterion - Name: COMMUNITY BENEFITS / Weighting: 10

Quality criterion - Name: FAIR WORK PRACTICES / Weighting: 5

Quality criterion - Name: BUSINESS CONTINIUTY / Weighting: 5

Price - Weighting: 70

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: [2023/S 000-032459](#)

Section V. Award of contract

Lot No

1

Title

Specialist Paper

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

19 February 2024

V.2.2) Information about tenders

Number of tenders received: 3

Number of tenders received from SMEs: 3

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

Number of tenders received from tenderers from non-EU Member States: 3

Number of tenders received by electronic means: 3

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

V.2.3) Name and address of the contractor

Clyde Paper & Print

71 Craigton Road

Glasgow

G51 3RB

Telephone

+44 1414451199

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

Yes

V.2.3) Name and address of the contractor

Antalis Packaging Limited

Royston Road, Deans Industrial Estate

Livingston

EH54 8AL

Telephone

+44 3706073108

Country

United Kingdom

NUTS code

- UKM - Scotland

The contractor is an SME

Yes

V.2.3) Name and address of the contractor

Premier Paper Group Limited

Units A-C Ashley Drive, Bothwell

Glasgow

G718BS

Telephone

+44 1698813245

Country

United Kingdom

NUTS code

- UKM95 - South Lanarkshire

The contractor is an SME

Yes

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

Initial estimated total value of the contract/lot: £315,000

Total value of the contract/lot: £142,340

Section V. Award of contract

Lot No

2

Title

Wide Format Materials

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

19 February 2024

V.2.2) Information about tenders

Number of tenders received: 2

Number of tenders received from SMEs: 2

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

Antalis Packaging Limited

Royston Road, Deans Industrial Estate

Livingston

EH54 8AL

Telephone

+44 3706073108

Country

United Kingdom

NUTS code

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The contractor is an SME

Yes

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Telephone

+44 1698813245

Country

United Kingdom

NUTS code

- UKM95 - South Lanarkshire

The contractor is an SME

Yes

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

Initial estimated total value of the contract/lot: £105,279

Total value of the contract/lot: £58,228

Section VI. Complementary information

VI.3) Additional information

A mandatory requirement that Organisations with more than 5 employees have in place a H&S Policy. Where a Bidder does not have an H&S Policy and is required to do so, the Council may exclude the Bidder from the competition.

A mandatory requirement that Tendering Organisations are asked to confirm that they will pay staff directly involved in the delivery of the framework agreement, and/or any subsequent call off contract, at least the real Living Wage. Where a Bidder does not pay the Living Wage the Council will exclude the Bidder from the competition.

A mandatory requirement that Tendering Organisations are asked to confirm that they will include the standard clause for Prompt Payment in all contracts at all stages of the supply chain within 30 days. Your Organisation must actively monitor payment performance and provide evidence and reports to the contracting authority on a regular basis. Where a Bidder fails to answer "Yes or N/A" the Council will exclude the Bidder from the competition.

A mandatory requirement that Tendering Organisations are asked to confirm that they will provide evidence in relation to climate change emergency and how they will respond. Organisations must submit a completed copy of "Schedule 11 Climate Change Plan".

Where a Tenderer's response is less than acceptable, the Council may exclude the Tenderer from the competition.

Bidders must complete the SPD (Scotland) to demonstrate adherence to the Exclusion and Selection Criteria for this procurement.

(SC Ref:758662)

VI.4) Procedures for review

VI.4.1) Review body

Sheriff Court

Sheriff House, 27 Chambers Street

EDINBURGH

EH1 1LB

Country

United Kingdom

VI.4.3) Review procedure

Precise information on deadline(s) for review procedures

An economic operator that suffers or risks suffering loss or damage attributable to a breach of duty under Public Contracts (Scotland) Regulations 2015 may bring proceedings in the Sheriff Court or Court of Session. A claim for an ineffectiveness order must be made within 30 days of the Contract Award Notice being published in the Find a Tender Service or within 30 days of the date those who expressed an interest in or otherwise bid for the contract were informed of the conclusion of the contract or in any other case within 6 months from the date on which the contract was entered into.