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Contract

Secure Collection, Destruction & Recycling of Confidential Waste

The City of Edinburgh Council

F03: Contract award notice

Notice identifier: 2024/S 000-005835

Procurement identifier (OCID): ocids-h6vhtk-03fcbd

Published 22 February 2024, 3:40pm

Section I: Contracting authority

I.1) Name and addresses

The City of Edinburgh Council

Waverley Court, 4 East Market Street

Edinburgh

EH8 8BG

Contact

Claudine Persaud

Email

claudine.persaud@edinburgh.gov.uk

Telephone

+44 1314693727

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

Secure Collection, Destruction & Recycling of Confidential Waste

Reference number

CT2901

II.1.2) Main CPV code

- 90514000 - Refuse recycling services

II.1.3) Type of contract

Services

II.1.4) Short description

Framework Agreement for secure collection, destruction and recycling of paper-based confidential waste.

II.1.6) Information about lots

This contract is divided into lots: No

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

Value excluding VAT: £80,000

II.2) Description

II.2.2) Additional CPV code(s)

- 90514000 - Refuse recycling services
- 79996100 - Records management
- 90511400 - Paper collecting services

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

II.2.4) Description of the procurement

Via an "Open Tender" procurement procedure, the Council wish to procure a single Contractor Framework Agreement for the secure collection, destruction and recycling of its paper-based confidential waste. In compliance with all relevant legislation and guidance, including BS EN 15713 (secure destruction of confidential material), the UK Data Protection Act 2018 and General Data Protection Regulation and Scottish Environment Protection Agency (SEPA) regulations, the appointed Contractor will be required to:

- supply 75L confidential waste sacks
- provide secure collection & transportation of the confidential waste (on a scheduled and/or ad-hoc)
- provide secure off-site cross-cut shredding of the confidential waste to a width no greater than DIN 66399 P-3 (Particle size:

- employ a tracking system with provides an individual and unique barcode/tagging ID for each individual sack
- provide secure and sustainable recycling of the confidential waste
- provide Certificates of Destruction and a Waste Transfer Note for all waste processed
- provide Service User support via a Customer Service Help Desk function

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 40

Price - Weighting: 60

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 000-027228](#)

Section V. Award of contract

Contract No

CT2901

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

2 February 2024

V.2.2) Information about tenders

Number of tenders received: 5

Number of tenders received from SMEs: 5

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

Number of tenders received from tenderers from non-EU Member States: 5

Number of tenders received by electronic means: 5

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

V.2.3) Name and address of the contractor

Change Waste Recycling

36 Newhaven Road

Edinburgh

EH6 5PY

Telephone

+44 7919577452

Country

United Kingdom

NUTS code

- UKM75 - Edinburgh, City of

The contractor is an SME

Yes

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

Total value of the contract/lot: £80,000

Section VI. Complementary information

VI.3) Additional information

(SC Ref:758270)

VI.4) Procedures for review

VI.4.1) Review body

Sheriff Court

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 /OJEU 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.