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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): ocds-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](mailto: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](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

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**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

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## **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](#)

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## **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

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## **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.