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Tender

Supply and Delivery of Education Materials

Scotland Excel

F02: Contract notice

Notice identifier: 2025/S 000-009482

Procurement identifier (OCID): ocds-h6vhtk-04994d

Published 14 March 2025, 2:48pm

Section I: Contracting authority

I.1) Name and addresses

Scotland Excel

Renfrewshire House, Cotton Street

Paisley

PA1 1AR

Email

Education.Corporate@scotland-excel.org.uk

Telephone

+44 1414888230

Country

United Kingdom

NUTS code

UKM83 - Inverclyde, East Renfrewshire and Renfrewshire

Internet address(es)

Main address

<http://www.scotland-excel.org.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10383

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://www.publictendersscotland.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publictendersscotland.publiccontractsscotland.gov.uk/>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Supply and Delivery of Education Materials

Reference number

0724

II.1.2) Main CPV code

- 39162000 - Educational equipment

II.1.3) Type of contract

Supplies

II.1.4) Short description

This framework is for the supply and delivery of Education Materials.

This framework will provide councils and other participating bodies with a mechanism to procure a range of products including but not limited to, arts and crafts, board, card and paper, exercise books, musical instruments, science equipment and sports equipment. Users of the framework are likely to include schools and nurseries, including those for children with additional support needs.

II.1.5) Estimated total value

Value excluding VAT: £96,000,000

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

General Education Materials

Lot No

1

II.2.2) Additional CPV code(s)

- 39162000 - Educational equipment
- 37524100 - Educational games
- 37000000 - Musical instruments, sport goods, games, toys, handicraft, art materials and accessories
- 22111000 - School books

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Various locations throughout the geographical boundaries of participating Councils and associate members within Scotland.

II.2.4) Description of the procurement

This lot will provide councils, associate members and other bodies participating with a mechanism to procure general education materials including but not limited to, arts and crafts, board, card and paper, exercise books, musical instruments, science equipment and sports equipment.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 30

Price - Weighting: 70

II.2.6) Estimated value

Value excluding VAT: £24,000,000

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

Duration in months

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015. Please see the Invitation to Tender contained on PCS-Tender project relevant to this procurement and the other Tender Documents for further information.

II.2) Description

II.2.1) Title

Board, Card, Paper and Exercise Books

Lot No

3

II.2.2) Additional CPV code(s)

- 22830000 - Exercise books
- 22990000 - Newsprint, handmade paper and other uncoated paper or paperboard for graphic purposes
- 22993400 - Corrugated paper or paperboard
- 37823500 - Art and craft paper
- 22832000 - Exercise papers

- 22831000 - Refills for school notebooks

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Various locations throughout the geographical boundaries of participating Councils and associate members within Scotland.

II.2.4) Description of the procurement

This lot will provide councils, associate members and other bodies participating with a mechanism to procure board, card, paper and exercise books.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 30

Price - Weighting: 70

II.2.6) Estimated value

Value excluding VAT: £16,320,000

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015. Please see the Invitation to Tender contained on PCS-Tender project relevant to this procurement and the other Tender Documents for further information.

II.2) Description

II.2.1) Title

Early Learning Materials

Lot No

4

II.2.2) Additional CPV code(s)

- 37524100 - Educational games
- 39162000 - Educational equipment

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Various locations throughout the geographical boundaries of participating Councils and associate members within Scotland.

II.2.4) Description of the procurement

This lot will provide councils, associate members and other bodies participating with a mechanism to procure early learning materials.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 30

Price - Weighting: 70

II.2.6) Estimated value

Value excluding VAT: £15,360,000

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015. Please see the Invitation to Tender contained on PCS-Tender project relevant to this procurement and the other Tender Documents for further information.

II.2) Description

II.2.1) Title

Additional Support Needs (ASN) Products

Lot No

5

II.2.2) Additional CPV code(s)

- 39162000 - Educational equipment
- 37524100 - Educational games
- 22830000 - Exercise books

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Various locations throughout the geographical boundaries of participating Councils and associate members within Scotland.

II.2.4) Description of the procurement

This lot will provide councils, associate members and other bodies participating with a mechanism to procure additional support needs (ASN) products.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 30

Price - Weighting: 70

II.2.6) Estimated value

Value excluding VAT: £2,880,000

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015. Please see the Invitation to Tender contained on PCS-Tender project relevant to this procurement and the other Tender Documents for further information.

II.2) Description

II.2.1) Title

Musical Instruments

Lot No

6

II.2.2) Additional CPV code(s)

- 37300000 - Musical instruments and parts
- 37310000 - Musical instruments
- 37315000 - Electrically amplified musical instruments
- 37321000 - Accessories of musical instruments
- 37322000 - Parts of musical instruments

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Various locations throughout the geographical boundaries of participating Councils and associate members within Scotland.

II.2.4) Description of the procurement

This lot will provide councils, associate members and other bodies participating with a mechanism to procure musical instruments.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 30

Price - Weighting: 70

II.2.6) Estimated value

Value excluding VAT: £4,230,000

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015. Please see the Invitation to Tender contained on PCS-Tender project relevant to this procurement and the other Tender Documents for further information.

II.2) Description

II.2.1) Title

Scientific Equipment

Lot No

7

II.2.2) Additional CPV code(s)

- 33790000 - Laboratory, hygienic or pharmaceutical glassware
- 33793000 - Laboratory glassware
- 33192500 - Test tubes
- 38437000 - Laboratory pipettes and accessories

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Various locations throughout the geographical boundaries of participating Councils and associate members within Scotland.

II.2.4) Description of the procurement

This lot will provide councils, associate members and other bodies participating with a mechanism to procure scientific equipment.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 30

Price - Weighting: 70

II.2.6) Estimated value

Value excluding VAT: £4,800,000

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015. Please see the Invitation to Tender contained on PCS-Tender project relevant to this procurement and the other Tender Documents for further information.

II.2) Description

II.2.1) Title

Sports Equipment

Lot No

8

II.2.2) Additional CPV code(s)

- 37400000 - Sports goods and equipment
- 37410000 - Outdoor sports equipment
- 37450000 - Field and court sports equipment

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Various locations throughout the geographical boundaries of participating Councils and associate members within Scotland.

II.2.4) Description of the procurement

This lot will provide councils, associate members and other bodies participating with a mechanism to procure sports equipment.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 30

Price - Weighting: 70

II.2.6) Estimated value

Value excluding VAT: £8,640,000

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015. Please see the Invitation to Tender contained on PCS-Tender project relevant to this procurement and the other Tender Documents for further information.

II.2) Description

II.2.1) Title

Arts and Crafts Materials

Lot No

2

II.2.2) Additional CPV code(s)

- 37820000 - Art supplies
- 19435000 - Sewing thread and yarn of natural fibres
- 19442100 - Synthetic sewing thread
- 30192124 - Felt-tipped pens
- 30192123 - Fibre pens
- 30192130 - Pencils
- 30192133 - Pencil sharpeners
- 24910000 - Glues
- 39224210 - Painters' brushes
- 44810000 - Paints
- 44800000 - Paints, varnishes and mastics

- 44812200 - Oil and water paints
- 44812300 - Students' paints
- 44812220 - Water paints
- 44812210 - Oil paints
- 22500000 - Printing plates or cylinders or other media for use in printing
- 22610000 - Printing ink
- 39162000 - Educational equipment
- 44512800 - Screwdrivers
- 44512300 - Hammers

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Various locations throughout the geographical boundaries of participating Councils and associate members within Scotland.

II.2.4) Description of the procurement

This lot will provide councils, associate members and other bodies participating with a mechanism to procure arts and crafts materials.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 30

Price - Weighting: 70

II.2.6) Estimated value

Value excluding VAT: £19,680,000

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

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.2.14) Additional information

Economic operators may be excluded from this competition if they are in any of the situations referred to in Regulation 58 of the Public Contracts (Scotland) Regulations 2015. Please see the Invitation to Tender contained on PCS-Tender project relevant to this procurement and the other Tender Documents for further information.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

List and brief description of selection criteria

1.SPD (Scotland) Questions 4B.5.1b and 4B.5.2: Insurance Requirements

2.SPD (Scotland) Question 4B.6: Other Economic & Financial Requirements

In accordance with Regulation 59 (12), as this proposed framework agreement is divided into lots, the technical and professional ability selection criteria apply to all lots except where stated otherwise.

Minimum level(s) of standards possibly required

Tenderers must confirm that they already have, or can commit to obtain prior to the commencement of the Framework Contract, the following types and minimum levels of insurance cover on terms compatible with the requirements of the Framework Contract:-

-Employer's (Compulsory) Liability – a minimum indemnity limit of 5 million GBP per occurrence.

-Public/Products Liability – a minimum indemnity limit of 10 million GBP per occurrence, and in the aggregate in respect of Products.

-Motor Vehicle Insurance – a minimum indemnity level of 5 million GBP in respect of third party property damage, without limit to the number of claims; unlimited in respect of personal injury. For full details please see the Procurement Documents.

LIMITATIONS ON LIABILITY are detailed in the published terms and conditions of contract. FURTHER LIMITATIONS on LIABILITY ARE NOT ACCEPTED.

A search of the tenderer against Equifax's ScoreCheck and Protect must not result in a "Rating", "Warning" or "Caution" return which identifies financial risk, unless the tenderer confirms that it can provide any other document which Scotland Excel considers appropriate to prove to Scotland Excel (acting within its permitted discretion under the applicable public procurement rules) that the tenderer does/would not present an unmanageable risk should it be appointed on to the proposed Framework Agreement.

III.1.3) Technical and professional ability

List and brief description of selection criteria

In accordance with Regulation 59(12), as this proposed Framework Agreement is divided into Lots, these Technical and Professional

ability selection criteria apply.

-SPD (Scotland) Question 4C.10 – Subcontracting

-SPD (Scotland) Question 4C.12 - Certificates

-SPD (Scotland) Question 4D.1 - Quality Assurance Schemes and Health and Safety Procedures

-SPD (Scotland) Question 4D.2 - Environmental Management Standards

Minimum level(s) of standards possibly required

Further to the identified selection criteria outlined above, full guidance and the minimum levels of standards required are outlined in the

"0724 Education Materials_III.1.3 Technical and Professional Ability" document, which can be found in the "Contract Notice" folder in the Buyer Attachment area, within itt_57501 of project 28174.

III.2) Conditions related to the contract

III.2.2) Contract performance conditions

Scotland Excel will require the members of any tendering group of entities (including, but not limited to, consortium members, members of a group of economic operators and / or sub-contractors) to be jointly and severally liable for the performance of the contract (no matter the legal form taken by those entities in order to enter into the contract).

For full details of the conditions relevant to the proposed Framework, and contracts to be called-off there under (to the extent known or settled at this stage), please see the Procurement Documents (details of how to access these being set out in section "1.3 (Communication" of this Contract Notice).

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

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 30

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 000-028823](#)

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

Date

11 April 2025

Local time

12:00pm

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: 6 (from the date stated for receipt of tender)

IV.2.7) Conditions for opening of tenders

Date

11 April 2025

Local time

12:00pm

Place

Scotland Excel Offices, Renfrewshire House, Cotton Street, Paisley, PA1 1AR

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

This Tender process is subject to the Law and Guidance applicable in Scotland relative to the award of public contracts including (without limitation) as set out in the Public Contracts (Scotland) Regulations 2015, most recently amended to reflect the European Union exit by the UK. Any prior version of the relevant Law and Guidance, or terminology related thereto, which appears in these Procurement Documents should therefore be interpreted and applied as currently in force.

Scotland Excel is a central purchasing body procuring this framework on behalf of the following contracting authorities (and successor bodies):

- 32 local authorities in Scotland
- Scotland Excel associate members: <http://www.scotland-excel.org.uk/home/aboutus/ourmembers/Ourmembers.aspx>

- Tayside Contracts
- Scottish Government
- Advanced Procurement for Universities and Colleges (APUC Ltd) and their member organisations across the higher and further education

sector in Scotland and their associated and affiliated bodies.

- Any integration authority, or other body, established pursuant to the Public Bodies (Joint Working)(Scotland) Act 2014.

The above is subject to each contracting authority entering into and maintaining a membership agreement or other access agreement with Scotland Excel.

Tenderers are advised that the envisaged maximum number of participants that might be appointed to this framework agreement set out in section IV.1.3 of this contract notice is purely indicative. Scotland Excel reserves the right to appoint more or less bidders than the envisaged maximum number to the proposed Framework Agreement.

Tenderers are advised that whether electronic ordering, invoicing and payment will be used or accepted is at the discretion of each Member Authority or Associate Member which will be settled by them during call off of a contract under this proposed Framework Agreement.

IMPORTANT NOTE FOR TENDERERS: For some lots, particular requirements apply, including but not limited to, the requirement to evidence conformance with the Tender Specification in all lots. Bids MAY be excluded from evaluation (in whole, or in part) if they do not include the information required in accordance with instructions given. Bids may be subject to a specific EVALUATION APPROACH in particular circumstances detailed in the instructions. Further detailed information and instructions are contained within the tender

documents located within the Information and Instructions to Tenderers inc Evaluation Methodology document.

Retrospective rebates apply to this framework. For further details, please see the Special Conditions of Contract

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 28174. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

A sub-contract clause has been included in this contract. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2363>

Community benefits are included in this requirement. For more information see:
<https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

In accordance with section 25(3) of the Procurement Reform (Scotland) Act 2014 note that, Scotland Excel intends to include community

benefit requirements. As part of your response within the Technical Envelope, bidders will be requested to commit to delivery of community benefits in accordance with the methodology outlined in the tender documents.

(SC Ref:785253)

VI.4) Procedures for review

VI.4.1) Review body

Court of Session

Edinburgh

EH1 1RQ

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 the Public Contracts (Scotland) Regulations 2015 (SSI2015/446)(as amended) may bring proceedings in the Sheriff Court or the Court of Session.