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Tender

Supply and Delivery of Education and Office Furniture

Scotland Excel

F02: Contract notice

Notice identifier: 2025/S 000-014907

Procurement identifier (OCID): ocds-h6vhtk-04d745

Published 14 April 2025, 11:59am

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

UKM - Scotland

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 and Office Furniture

Reference number

0125

II.1.2) Main CPV code

- 39100000 - Furniture

II.1.3) Type of contract

Supplies

II.1.4) Short description

This Contract Notice is in relation to the framework for Supply, Delivery & Installation of Education and Office Furniture. It is anticipated that the scope of furniture covered under the framework will include but not be limited to education and office furniture. The lotting structure will permit Scottish councils, Scotland Excel Associate Members and other participating public bodies to purchase individual pieces of furniture or deliver a full kit-out requirement.

II.1.5) Estimated total value

Value excluding VAT: £32,000,000

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

Education Furniture

Lot No

1

II.2.2) Additional CPV code(s)

- 39100000 - Furniture
- 39160000 - School furniture
- 39110000 - Seats, chairs and related products, and associated parts
- 39150000 - Miscellaneous furniture and equipment

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

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

II.2.4) Description of the procurement

The services under this lot will include but not limited to Supply, Delivery and Installation of Education Furniture.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 40

Price - Weighting: 60

II.2.6) Estimated value

Value excluding VAT: £9,280,000

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

Education Dining Furniture

Lot No

2

II.2.2) Additional CPV code(s)

- 39160000 - School furniture
- 39100000 - Furniture
- 39120000 - Tables, cupboards, desk and bookcases
- 39150000 - Miscellaneous furniture and equipment

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

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

II.2.4) Description of the procurement

The services under this lot will include but not limited to Supply, Delivery and Installation of Education Dining Furniture

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 40

Price - Weighting: 60

II.2.6) Estimated value

Value excluding VAT: £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

Pre-5 Furniture

Lot No

3

II.2.2) Additional CPV code(s)

- 39100000 - Furniture
- 39160000 - School furniture
- 39120000 - Tables, cupboards, desk and bookcases
- 39150000 - Miscellaneous furniture and equipment

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

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

II.2.4) Description of the procurement

The services under this lot will include, but not be limited to, supply, delivery and installation of Pre-5 Furniture

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 40

Price - Weighting: 60

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

Office Furniture

Lot No

5

II.2.2) Additional CPV code(s)

- 39100000 - Furniture
- 39160000 - School furniture
- 39110000 - Seats, chairs and related products, and associated parts
- 39120000 - Tables, cupboards, desk and bookcases
- 39150000 - Miscellaneous furniture and equipment

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

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

II.2.4) Description of the procurement

The services under this lot will include, but not be limited to, supply, delivery and installation of Office Furniture

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 40

Price - Weighting: 60

II.2.6) Estimated value

Value excluding VAT: £9,280,000

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

Office Full Kit Out

Lot No

6

II.2.2) Additional CPV code(s)

- 39100000 - Furniture
- 39160000 - School furniture
- 39110000 - Seats, chairs and related products, and associated parts

- 39120000 - Tables, cupboards, desk and bookcases
- 39150000 - Miscellaneous furniture and equipment

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

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

II.2.4) Description of the procurement

The services under this lot will include, but not be limited to, supply, delivery and installation of Office Full Kit Out.

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 40

Price - Weighting: 60

II.2.6) Estimated value

Value excluding VAT: £3,840,000

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

DSE Assessments/Ergonomic Furniture

Lot No

7

II.2.2) Additional CPV code(s)

- 39100000 - Furniture
- 39130000 - Office furniture
- 39110000 - Seats, chairs and related products, and associated parts
- 39120000 - Tables, cupboards, desk and bookcases
- 39150000 - Miscellaneous furniture and equipment

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

Various locations throughout the geographical boundaries of the participating Councils

and associate members within Scotland.

II.2.4) Description of the procurement

The services under this lot will include, but not be limited to, supply, delivery and installation of DSE Assessments/Ergonomic Furniture

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 40

Price - Weighting: 60

II.2.6) Estimated value

Value excluding VAT: £2,240,000

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

Education Full Kit Out

Lot No

4

II.2.2) Additional CPV code(s)

- 39100000 - Furniture
- 39160000 - School furniture
- 39110000 - Seats, chairs and related products, and associated parts
- 39120000 - Tables, cupboards, desk and bookcases
- 39150000 - Miscellaneous furniture and equipment

II.2.3) Place of performance

NUTS codes

- UKM - Scotland

Main site or place of performance

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

II.2.4) Description of the procurement

The services under this lot will include, but not be limited to, supply, delivery and installation of Full Education Kit Out

II.2.5) Award criteria

Quality criterion - Name: Technical / Weighting: 40

Price - Weighting: 60

II.2.6) Estimated value

Value excluding VAT: £3,840,000

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

2.SPД (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 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 10 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 separately in relation to each individual lot.

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

-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

In accordance with Regulation 59(12), as this proposed Framework Agreement is divided into Lots, these Technical and Professional Ability selection criteria apply separately in relation to each individual lot.

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

-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 required:

SUBCONTRACTING: Tenderers will be required to confirm whether they intend to subcontract and, if so, for what proportion of the contracts to be called-off under the proposed framework agreement. If you intend to subcontract any share of the contract to third parties on whose capacity you do not rely to satisfy the selection criteria, you must secure that each subcontractor completes a separate SPD (Scotland) Response for all Parts of the SPD (Scotland) Qualification Envelope, except Part 4 (Selection criteria).

QUALITY MANAGEMENT PROCEDURES The tenderer must have the following: The tenderer **MUST HOLD** a UKAS (or equivalent) accredited independent third party certificate of compliance in accordance with BSEN ISO 9001 (or equivalent). **OR A** documented policy regarding quality management. The policy must set out responsibilities for quality management demonstrating that the tenderer has and continues to implement a quality management policy that is authorised by their Chief Executive, or equivalent, and is periodically reviewed at a senior management level. The policy must be relevant to the nature and scale of the work to be undertaken and set out responsibilities for quality management throughout the organisation. **ENVIRONMENTAL MANAGEMENT**

SYSTEMS OR STANDARDS The tenderer must have the following: The tenderer **MUST HOLD** a UKAS (or equivalent) accredited independent third party certificate of compliance with BSEN ISO 14001 (or equivalent) or a valid EMAS (or equivalent) certificate. **OR** A regularly reviewed documented policy regarding environmental management, authorised by the Chief Executive, or equivalent. This policy must include and describe the tenderer's environmental emergency response procedures including the preparedness and response procedures for potential accidents and emergency response situations that give rise to significant environmental impacts (for example hazardous substances spill control).

HEALTH AND SAFETY PROCEDURES The tenderer must have the following: The tenderer **MUST HOLD** a UKAS (or equivalent), accredited independent third party certificate of compliance in accordance with ISO45001 (or equivalent) or have, within the last 12 months, successfully met the assessment requirements of a scheme in registered membership of the Safety Schemes in Procurement (SSIP) forum. **OR** A regularly reviewed and documented policy for Health and Safety (H&S) management, endorsed by the Chief Executive Officer, or equivalent. The policy must be relevant to the nature and scale of the work and set out responsibilities for H&S management at all levels within the organisation. The policy must be relevant to the nature and scale of your operations and set out your company's responsibilities of health and safety management and compliance with legislation.

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

IV.1.6) Information about electronic auction

An electronic auction will be used

Additional information about electronic auction

Details provided by Councils at Call-off where required.

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: [2025/S 000-003073](#)

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

Date

12 May 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

12 May 2025

Local time

12:00pm

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.scotlandexcel.org.uk/home/aboutus/ourmembers/Ourmembers.asp>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 including 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 28885. 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:795577)

VI.4) Procedures for review

VI.4.1) Review body

Court of Session

Edinburgh

EH1 1RQ

Country

United Kingdom