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Contract

## **Office Solutions**

Crown Commercial Service

F03: Contract award notice

Notice identifier: 2024/S 000-015859

Procurement identifier (OCID): ocds-h6vhtk-03a3ed

Published 20 May 2024, 1:56pm

## **Section I: Contracting authority**

### **I.1) Name and addresses**

Crown Commercial Service

The Capital Building, Old Hall Street

Liverpool

L3 9PP

#### **Email**

[nathaniel.bury@crowncommercial.gov.uk](mailto:nathaniel.bury@crowncommercial.gov.uk)

#### **Telephone**

+44 345410222

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.gov.uk/ccs>

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.4) Type of the contracting authority**

Ministry or any other national or federal 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**

Office Solutions

Reference number

RM6299

#### **II.1.2) Main CPV code**

- 30000000 - Office and computing machinery, equipment and supplies except furniture and software packages

#### **II.1.3) Type of contract**

Supplies

#### **II.1.4) Short description**

Crown Commercial Service (CCS) was seeking to establish a framework contract with suppliers for the provision of office stationery supplies and electronic office supplies.

The supplier was required to provide the deliverables (e.g. goods and services) to all public sector organisations throughout the United Kingdom including but not limited to;

office stationery

facility peripherals (janitorial/cleaning products)

paper and paper based products

electronic office supplies (EOS)

office furniture

ergonomic products

catering products

This new Framework contract will be for a period of 36 months with an option to extend for one further 12 (twelve) month period.

The new Framework contract has been split into 2 Lots as follows:

Lot 1 - Office Stationery and Electronic Office Supplies (EOS) (Multi Supplier)

Lot 2 - Electronic Office Supplies (EOS) (Multi Supplier)

This Framework is to replace the current RM6059 Office Supplies framework, which has two single supplier lots and one multi-supplier lot offering a product range similar to the above.

The full specification is set out in Framework Schedule 1 (Specification).

#### **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: £400,000,000

### **II.2) Description**

#### **II.2.1) Title**

Office Stationery and Electronic Office Supplies (EOS) (Multi Supplier)

Lot No

Lot 1

#### **II.2.2) Additional CPV code(s)**

- 22111000 - School books
- 22600000 - Ink
- 22610000 - Printing ink
- 22830000 - Exercise books
- 22832000 - Exercise papers
- 30000000 - Office and computing machinery, equipment and supplies except furniture and software packages
- 30100000 - Office machinery, equipment and supplies except computers, printers and furniture

- 30125000 - Parts and accessories of photocopying apparatus
- 30125100 - Toner cartridges
- 30125110 - Toner for laser printers/fax machines
- 30125120 - Toner for photocopiers
- 30125130 - Toner for data-processing and research and documentation centres
- 30190000 - Various office equipment and supplies
- 30192000 - Office supplies
- 30192113 - Ink cartridges
- 30192700 - Stationery
- 30197000 - Small office equipment
- 30197600 - Processed paper and paperboard
- 30197642 - Photocopier paper and xerographic paper
- 30197643 - Photocopier paper
- 30199000 - Paper stationery and other items
- 30199230 - Envelopes
- 30199710 - Printed envelopes
- 30230000 - Computer-related equipment
- 30234000 - Storage media
- 30237200 - Computer accessories
- 33141623 - First-aid boxes
- 37800000 - Handicraft and art supplies
- 38112100 - Global navigation and positioning systems (GPS or equivalent)
- 38650000 - Photographic equipment
- 39113700 - Footrests
- 39130000 - Office furniture
- 39162000 - Educational equipment

- 39162110 - Teaching supplies
- 39220000 - Kitchen equipment, household and domestic items and catering supplies
- 39800000 - Cleaning and polishing products

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

### **II.2.4) Description of the procurement**

All office solutions products, including stationery and EOS.

This is a multi Supplier Lot.

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 40

Quality criterion - Name: Price / Weighting: 60

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

### **II.2.14) Additional information**

CCS has established a framework and conducted an eAuction for Lot 1.

CCS reserved the right to not perform an eAuction and to revert to a sealed bid price evaluation, where the lowest price was awarded maximum price score.

The framework has been established for 36 months with the option to extend for up to 1 further period of 12 months

## **II.2) Description**

### **II.2.1) Title**

Electronic Office Supplies (EOS) Multi Supplier

Lot No

Lot 2

### **II.2.2) Additional CPV code(s)**

- 22600000 - Ink
- 22610000 - Printing ink
- 30000000 - Office and computing machinery, equipment and supplies except furniture and software packages
- 30125000 - Parts and accessories of photocopying apparatus
- 30125100 - Toner cartridges
- 30125110 - Toner for laser printers/fax machines
- 30125120 - Toner for photocopiers
- 30125130 - Toner for data-processing and research and documentation centres
- 30192113 - Ink cartridges

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

### **II.2.4) Description of the procurement**

Electronic Office Supplies (EOS only). This is a multi supplier Lot.

### **II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 40

Quality criterion - Name: Price / Weighting: 60

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

### **II.2.14) Additional information**

CCS has established a framework and conducted an eAuction for Lot 2.

CCS reserved the right to not perform an eAuction and to revert to a sealed bid price evaluation, where the lowest price will be awarded maximum price score.

The framework has been established for 36 months with the option to extend for up to 1 further period of 12 months.



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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.1.6) Information about electronic auction**

An electronic auction will be used

#### **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 000-020017](#)

#### **IV.2.9) Information about termination of call for competition in the form of a prior information notice**

The contracting authority will not award any further contracts based on the above prior information notice

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## **Section V. Award of contract**

### **Lot No**

Lot 1

A contract/lot is awarded: Yes

### **V.2) Award of contract**

#### **V.2.1) Date of conclusion of the contract**

23 April 2024

**V.2.2) Information about tenders**

Number of tenders received: 13

Number of tenders received by electronic means: 13

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

**V.2.3) Name and address of the contractor**

See Contracts Finder Notice for full supplier list

9th Floor, The Capital, Old Hall Street

Liverpool

L3 9PP

Email

[supplier@crowncommercial.gov.uk](mailto:supplier@crowncommercial.gov.uk)

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

No

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

Total value of the contract/lot: £300,000,000

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## **Section VI. Complementary information**

### **VI.3) Additional information**

The value provided in Section II.1.7 is only an estimate. We cannot guarantee to suppliers any business through this Commercial Agreement.

As part of this contract award notice the following can be accessed at:

<https://www.contractsfinder.service.gov.uk/Notice/d2f18800-3d75-42f1-94a9-86f8b2d0c189>

- 1) Redacted Commercial Agreement
- 2) List of Successful Suppliers
- 3) Approved Customer list
- 4) Transparency Agenda

On 02/04/2014, Government introduced its Government Security Classifications (GSC) scheme which replaced Government Protective Marking Scheme (GPMS). A key aspect is the reduction in the number of security classifications used. All bidders were required to make themselves aware of the changes as it may impact this requirement. This link provides information on the GSC at:

<https://www.gov.uk/government/publications/government-security-classifications>

Cyber Essentials is a mandatory requirement for Central Government contracts which involve handling personal information or provide certain ICT products/services. Government is taking steps to reduce the levels of cyber security risk in its supply chain through the Cyber Essentials scheme. The scheme defines a set of controls which, when implemented, will provide organisations with basic protection from the most prevalent forms of threat coming from the internet. To participate in this procurement, bidders were required to demonstrate they comply with the technical requirements prescribed by Cyber Essentials, for services under and in connection with this procurement.

This Contract Award Notice replaces the previous CAN issued on the 20/05/2024

<https://www.find-tender.service.gov.uk/Notice/015855-2024>

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

The Minister for the Cabinet Office acting through Crown Commercial Service

9th Floor, The Capital, Old Hall Street.

Liverpool

L3 9PP

Email

[supplier@crownccommercial.gov.uk](mailto:supplier@crownccommercial.gov.uk)

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