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Contract

## **001176 - The Supply of Pens and other writing Implements**

YPO

F03: Contract award notice

Notice identifier: 2023/S 000-017104

Procurement identifier (OCID): ocds-h6vhtk-03b46a

Published 15 June 2023, 7:12pm

### **Section I: Contracting authority**

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

YPO

41 Industrial Park

Wakefield

WF2 0XE

#### **Contact**

Contracts Team

#### **Email**

[contracts@ypo.co.uk](mailto:contracts@ypo.co.uk)

#### **Telephone**

+44 1924664685

#### **Country**

United Kingdom

**Region code**

UKE45 - Wakefield

**Internet address(es)**

Main address

<http://www.ypo.co.uk/>

Buyer's address

<https://procontract.due-north.com/register?ReadForm>

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

The contract is awarded by a central purchasing body

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

Body governed by public law

**I.5) Main activity**

General public services

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

001176 - The Supply of Pens and other writing Implements

Reference number

001176

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

- 30192000 - Office supplies

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

Supplies

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

YPO are looking for Providers to be appointed onto a Framework Agreement for the supply of

Premium Pens for use primarily in the education market. This Framework is designed to meet the needs of YPO by establishing an agreement for Providers to deliver stock into YPO's distribution centre in Wakefield, West Yorkshire.

#### **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: £7,500,000

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

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

Lot 1 - A comprehensive range of premium office writing equipment including correction

Lot No

1

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

- 30192121 - Ballpoint pens
- 30192930 - Correction pens

**II.2.3) Place of performance**

NUTS codes

- UKE45 - Wakefield

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

Lot 1 is for the provision of a comprehensive range of premium office writing equipment including correction to be delivered to our warehouse in Wakefield.

**II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 45%

Quality criterion - Name: Delivery and Customer Service / Weighting: 10%

Quality criterion - Name: Social Value/Sustainability / Weighting: 10%

Price - Weighting: 35%

**II.2.11) Information about options**

Options: Yes

Description of options

The Framework Agreement will cover the period from 1st July 2023 to 30th June 2025 with two options to extend for an additional 12 months. The first decision to extend the contract period will be taken by the end of April 2025 and will be dependent on satisfactory completion of all aspects of the contract to date, the current market conditions for this category and YPO's contracting structures. The maximum contract period will therefore be 4 years, from 1st July 2023 to 30th June 2027 (subject to an annual review, incorporating price negotiations and KPI performance).

**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) Description**

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

Lot 2 - Premium precision writing pens, fineliners and metallic gel rollerballs

Lot No

2

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

- 30192000 - Office supplies

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

NUTS codes

- UKE45 - Wakefield

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

Lot 2 is for the provision of premium precision writing pens, fineliners and metallic gel rollerballs to be delivered to our warehouse in Wakefield.

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

Quality criterion - Name: Quality / Weighting: 45%

Quality criterion - Name: Delivery and Customer Service / Weighting: 10%

Quality criterion - Name: Social Value/Sustainability / Weighting: 10%

Price - Weighting: 35%

### **II.2.11) Information about options**

Options: Yes

Description of options

The Framework Agreement will cover the period from 1st July 2023 to 30th June 2025 with two options to extend for an additional 12 months. The first decision to extend the contract period will be taken by the end of April 2025 and will be dependent on

satisfactory completion of all aspects of the contract to date, the current market conditions for this category and YPO's contracting structures. The maximum contract period will therefore be 4 years, from 1st July 2023 to 30th June 2027 (subject to an annual review, incorporating price negotiations and KPI performance).

### **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) Description**

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

Lot 3 - Premium triangular stick pens, retractable and permanent markers

Lot No

3

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

- 30192121 - Ballpoint pens

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

NUTS codes

- UKE45 - Wakefield

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

Lot 3 is for the provision of premium triangular stick pens, retractable and permanent markers to be delivered to our warehouse in Wakefield.

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

Quality criterion - Name: Quality / Weighting: 45%

Quality criterion - Name: Delivery and Customer Service / Weighting: 10%

Quality criterion - Name: Social Value/Sustainability / Weighting: 10%

Price - Weighting: 35%

### **II.2.11) Information about options**

Options: Yes

Description of options

The Framework Agreement will cover the period from 1st July 2023 to 30th June 2025 with two options to extend for an additional 12 months. The first decision to extend the contract period will be taken by the end of April 2025 and will be dependent on satisfactory completion of all aspects of the contract to date, the current market conditions for this category and YPO's contracting structures. The maximum contract period will therefore be 4 years, from 1st July 2023 to 30th June 2027 (subject to an annual review, incorporating price negotiations and KPI performance).

### **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) Description**

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

Lot 4 - Premium retractable ballpoint pens and retractable gel pens

Lot No

4

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

- 30192121 - Ballpoint pens

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

NUTS codes

- UKE45 - Wakefield

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

Lot 4 is for the provision of premium retractable ballpoint pens and retractable gel pens to be delivered to our warehouse in Wakefield.

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

Quality criterion - Name: Quality / Weighting: 45%

Quality criterion - Name: Delivery and Customer Service / Weighting: 10%

Quality criterion - Name: Social Value/Sustainability / Weighting: 10%

Price - Weighting: 35%

### **II.2.11) Information about options**

Options: Yes

Description of options

The Framework Agreement will cover the period from 1st July 2023 to 30th June 2025 with two options to extend for an additional 12 months. The first decision to extend the contract period will be taken by the end of April 2025 and will be dependent on satisfactory completion of all aspects of the contract to date, the current market conditions for this category and YPO's contracting structures. The maximum contract period will therefore be 4 years, from 1st July 2023 to 30th June 2027 (subject to an annual review, incorporating price negotiations and KPI performance).

### **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) Description**

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

Lot 5 - Premium erasable rollerball pens

Lot No

5

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

- 30192000 - Office supplies

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

NUTS codes

- UKE45 - Wakefield

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



Lot 5 is for the provision of premium erasable rollerball pens to be delivered to our warehouse in Wakefield.

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

Quality criterion - Name: Quality / Weighting: 45%

Quality criterion - Name: Delivery and Customer Service / Weighting: 10%

Quality criterion - Name: Social Value/Sustainability / Weighting: 10%

Price - Weighting: 35%

### **II.2.11) Information about options**

Options: Yes

Description of options

The Framework Agreement will cover the period from 1st July 2023 to 30th June 2025 with two options to extend for an additional 12 months. The first decision to extend the contract period will be taken by the end of April 2025 and will be dependent on satisfactory completion of all aspects of the contract to date, the current market conditions for this category and YPO's contracting structures. The maximum contract period will therefore be 4 years, from 1st July 2023 to 30th June 2027 (subject to an annual review, incorporating price negotiations and KPI performance).

### **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) Description**

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

Lot 6 - Premium highlighters and fineliner pens

Lot No

6

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

- 30192000 - Office supplies

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

NUTS codes

- UKE45 - Wakefield

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

Lot 6 is for the provision of premium highlighters and fineliner pens to be delivered to our warehouse in Wakefield.

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

Quality criterion - Name: Quality / Weighting: 45%

Quality criterion - Name: Delivery and Customer Service / Weighting: 10%

Quality criterion - Name: Social Value/Sustainability / Weighting: 10%

Price - Weighting: 35%

### **II.2.11) Information about options**

Options: Yes

Description of options

The Framework Agreement will cover the period from 1st July 2023 to 30th June 2025 with two options to extend for an additional 12 months. The first decision to extend the contract period will be taken by the end of April 2025 and will be dependent on satisfactory completion of all aspects of the contract to date, the current market conditions for this category and YPO's contracting structures. The maximum contract period will therefore be 4 years, from 1st July 2023 to 30th June 2027 (subject to an annual review, incorporating price negotiations and KPI performance).

### **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) Description**

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

Lot 7 - Premium flipchart markers and ballpoint

Lot No

7

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

- 30192121 - Ballpoint pens

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

NUTS codes

- UKE45 - Wakefield

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

Lot 7 is for the provision of premium flipchart markers and ballpoint to be delivered to our warehouse in Wakefield.

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

Quality criterion - Name: Quality / Weighting: 45%

Quality criterion - Name: Delivery and Customer Service / Weighting: 10%

Quality criterion - Name: Social Value/Sustainability / Weighting: 10%

Price - Weighting: 35%

### **II.2.11) Information about options**

Options: Yes

Description of options

The Framework Agreement will cover the period from 1st July 2023 to 30th June 2025 with two options to extend for an additional 12 months. The first decision to extend the contract period will be taken by the end of April 2025 and will be dependent on satisfactory completion of all aspects of the contract to date, the current market conditions for this category and YPO's contracting structures. The maximum contract period will therefore be 4 years, from 1st July 2023 to 30th June 2027 (subject to an annual review, incorporating price negotiations and KPI performance).

### **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) Description**

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

Lot 8 - Premium gel pens and rollerball pens

Lot No

8

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

- 30192000 - Office supplies

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

NUTS codes

- UKE45 - Wakefield

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

Lot 8 is for the provision of premium gel pens and rollerball pens to be delivered to our warehouse in Wakefield.

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

Quality criterion - Name: Quality / Weighting: 45%

Quality criterion - Name: Delivery and Customer Service / Weighting: 10%

Quality criterion - Name: Social Value/Sustainability / Weighting: 10%

Price - Weighting: 35%

### **II.2.11) Information about options**

Options: Yes

Description of options

The Framework Agreement will cover the period from 1st July 2023 to 30th June 2025 with two options to extend for an additional 12 months. The first decision to extend the contract period will be taken by the end of April 2025 and will be dependent on satisfactory completion of all aspects of the contract to date, the current market conditions for this category and YPO's contracting structures. The maximum contract period will therefore be 4 years, from 1st July 2023 to 30th June 2027 (subject to an annual review, incorporating price negotiations and KPI performance).

### **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) Description**

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

Lot 9 - Premium gel pens, refills and correction

Lot No

9

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

- 30192930 - Correction pens

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

NUTS codes

- UKE45 - Wakefield

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

Lot 9 is for the provision of premium gel pens, refills and correction to be delivered to our warehouse in Wakefield.

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

Quality criterion - Name: Quality / Weighting: 45%

Quality criterion - Name: Delivery and Customer Service / Weighting: 10%

Quality criterion - Name: Social Value/Sustainability / Weighting: 10%

Price - Weighting: 35%

### **II.2.11) Information about options**

Options: Yes

Description of options

The Framework Agreement will cover the period from 1st July 2023 to 30th June 2025 with two options to extend for an additional 12 months. The first decision to extend the contract period will be taken by the end of April 2025 and will be dependent on satisfactory completion of all aspects of the contract to date, the current market conditions for this category and YPO's contracting structures. The maximum contract period will therefore be 4 years, from 1st July 2023 to 30th June 2027 (subject to an annual review, incorporating price negotiations and KPI performance).

### **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 000-008049](#)

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

### **Contract No**

001176

### **Lot No**

1

### **Title**

Lot 1 - A comprehensive range of premium office writing equipment including correction

A contract/lot is awarded: Yes

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

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

1 June 2023

#### **V.2.2) Information about tenders**

Number of tenders received: 1

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

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

BIC UK Ltd

Harefield

Country

United Kingdom

NUTS code

- UKI - London

The contractor is an SME

No

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

Total value of the contract/lot: £7,500,000

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**Section V. Award of contract**

**Contract No**

001176

**Lot No**

2

**Title**

Lot 2 - Premium precision writing pens, fineliners and metallic gel rollerballs

A contract/lot is awarded: Yes

**V.2) Award of contract**

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

1 June 2023

**V.2.2) Information about tenders**

Number of tenders received: 2

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

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

edding UK Ltd

St Albans

Country

United Kingdom



NUTS code

- UKH23 - Hertfordshire

The contractor is an SME

Yes

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

Total value of the contract/lot: £7,500,000

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

#### **Contract No**

001176

#### **Lot No**

3

#### **Title**

Lot 3 - Premium triangular stick pens, retractable and permanent markers

A contract/lot is awarded: Yes

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

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

1 June 2023

##### **V.2.2) Information about tenders**

Number of tenders received: 2

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

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

Newell Rubbermaid UK Ltd

Lichfield

Country

United Kingdom

NUTS code

- UKG24 - Staffordshire CC

The contractor is an SME

No

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

Total value of the contract/lot: £7,500,000

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

### **Contract No**

001176

### **Lot No**

4

### **Title**

Lot 4 - Premium retractable ballpoint pens and retractable gel pens

A contract/lot is awarded: Yes

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

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

1 June 2023

### **V.2.2) Information about tenders**

Number of tenders received: 3

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

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

Zebra Pen (UK) Limited

Chessington

Country

United Kingdom

NUTS code

- UKJ2 - Surrey, East and West Sussex

The contractor is an SME

Yes

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

Total value of the contract/lot: £7,500,000

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**Section V. Award of contract**

**Contract No**

001176

**Lot No**

5

**Title**

Lot 5 - Premium erasable rollerball pens

A contract/lot is awarded: Yes

**V.2) Award of contract**

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

1 June 2023

### **V.2.2) Information about tenders**

Number of tenders received: 2

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

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

The Pilot Pen Co (UK) Ltd

Bourne End

Country

United Kingdom

NUTS code

- UKJ13 - Buckinghamshire CC

The contractor is an SME

No

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

Total value of the contract/lot: £7,500,000

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

### **Contract No**

001176

### **Lot No**

6

### **Title**

Lot 6 - Premium highlighters and fineliner pens

A contract/lot is awarded: Yes

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

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

1 June 2023

### **V.2.2) Information about tenders**

Number of tenders received: 3

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

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

STABILO International Gmbh

Maidenhead

Country

United Kingdom

NUTS code

- UKJ11 - Berkshire

The contractor is an SME

No

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

Total value of the contract/lot: £7,500,000

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

### **Contract No**

001176

### **Lot No**

7

### **Title**

Lot 7 - Premium flipchart markers and ballpoint

A contract/lot is awarded: Yes

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

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

1 June 2023

#### **V.2.2) Information about tenders**

Number of tenders received: 3

The contract has been awarded to a group of economic operators: Yes

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

Eastpoint Global Ltd

Gorleston

Country

United Kingdom

NUTS code

- UKH1 - East Anglia

The contractor is an SME

Yes

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

Staedtler Uk Ltd

Bridgend

Country

United Kingdom

NUTS code

- UKL22 - Cardiff and Vale of Glamorgan

The contractor is an SME

No

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

Total value of the contract/lot: £7,500,000

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**Section V. Award of contract**

**Contract No**

001176

**Lot No**

8

**Title**

Lot 8 - Premium gel pens and rollerball pens

A contract/lot is awarded: Yes

**V.2) Award of contract**

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

1 June 2023

**V.2.2) Information about tenders**

Number of tenders received: 2

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

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

MITSUBISHI PENCIL CO. UK

Knowlhill

Country

United Kingdom

NUTS code

- UKJ12 - Milton Keynes

The contractor is an SME

No

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

Total value of the contract/lot: £7,500,000

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**Section V. Award of contract**

**Contract No**

001176

**Lot No**

9

**Title**

Lot 9 - Premium gel pens, refills and correction



A contract/lot is awarded: Yes

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

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

1 June 2023

### **V.2.2) Information about tenders**

Number of tenders received: 2

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

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

Pentel Stationery Ltd

London

Country

United Kingdom

NUTS code

- UKI - London

The contractor is an SME

No

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

Total value of the contract/lot: £7,500,000

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## **Section VI. Complementary information**

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

YPO are purchasing on the behalf of other contracting authorities. Please see the below link for

details: <https://www.ypo.co.uk/about/customers/missible-users> .

YPO will incorporate a standstill period at the point of notification of the award of the contract is

provided to all bidders. The standstill period will be for a minimum of 10 calendar days, and

provides time for unsuccessful tenderers to challenge the award decision before the contract is

entered into. The Public Contracts Regulations 2015 provide for aggrieved parties who have been

harmed or are at risk of harm by a breach of the rules to take action in the High Court (England,

Wales and Northern Ireland)

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

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

High Court of England and Wales

London

Country

United Kingdom