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Contract

Scottish Co-Sec Services

BORDER TO COAST PENSIONS PARTNERSHIP LIMITED

UK7: Contract details notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-018247

Procurement identifier (OCID): ocds-h6vhtk-050aed

Published 1 May 2025, 9:18am

Scope

Reference

CON0549

Description

Provision of 'routine' company secretarial services for the Client's Scottish limited companies and limited partnerships on an annual, recurring basis:

- ? Preparing and filing the confirmation statement
- ? Electronic filing of statutory forms at Companies House
- ? Maintaining the statutory registers in electronic format and making them available for statutory inspection
- ? Informing the Registrar of Companies of the location of the register of members
- ? Maintaining the hard copy statutory records (minute books etc)

- ? Preparing documentation to effect changes to directors'/secretaries' particulars
 - ? Monitoring Companies House filings to help combat corporate identity fraud
 - ? Providing facilities to allow the auditors to inspect and copy the statutory records and registers
 - ? Verifying the statutory register details reported in the annual accounts
 - ? Filing the annual accounts
 - ? Providing reminders of deadlines for filing confirmation statements and accounts
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Contract 1. Letter of Appointment with Addleshaw Goddard LLP for Scottish Co-Sec Services.

Supplier

- ADDLESHAW GODDARD LLP

Contract value

- £34,260 including VAT

Below the relevant threshold

Date signed

23 April 2025

Contract dates

- 24 April 2025 to 22 April 2028
- 2 years, 11 months, 29 days

Main procurement category

Services

CPV classifications

- 79100000 - Legal services

Contract locations

- UK - United Kingdom

Procedure

Procedure type

Below threshold - unknown

Supplier

ADDLESHAW GODDARD LLP

- Companies House: OC318149
- Public Procurement Organisation Number: PRWH-7564-XRYD

Milton Gate

London

EC1Y 4AG

United Kingdom

Email: bdtenders@addleshawgoddard.com

Website: <http://www.addleshawgoddard.com/>

Region: UKI31 - Camden and City of London

Small or medium-sized enterprise (SME): No

Voluntary, community or social enterprise (VCSE): No

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Contracting authority

BORDER TO COAST PENSIONS PARTNERSHIP LIMITED

- Companies House: 10795539
- Public Procurement Organisation Number: PZTH-6472-NGDG

5th Floor Toronto Square

Leeds

LS1 2HJ

United Kingdom

Email: procurement@bordertocoast.org.uk

Region: UKE42 - Leeds

Organisation type: Public authority - sub-central government