

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/021083-2024>

Tender

## **Sustainable Furniture**

APUC Limited

F02: Contract notice

Notice identifier: 2024/S 000-021083

Procurement identifier (OCID): ocds-h6vhtk-047c4a

Published 10 July 2024, 2:22pm

The closing date and time has been changed to:

**15 August 2024, 2:00pm**

See the [change notice](#).

## **Section I: Contracting authority**

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

APUC Limited

Unit 27, Stirling Business Centre, Wellgreen

Stirling

FK8 2DZ

### **Contact**

Andy Anderson

### **Email**

[aanderson@apuc-scot.ac.uk](mailto:aanderson@apuc-scot.ac.uk)

**Telephone**

+44 1314428931

**Country**

United Kingdom

**NUTS code**

UKM77 - Perth & Kinross and Stirling

**Internet address(es)**

Main address

<http://www.apuc-scot.ac.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10402](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10402)

**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**

Other type

Education

## **I.5) Main activity**

Education

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## **Section II: Object**

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

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

Sustainable Furniture

Reference number

FFE1017 AP

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

- 39100000 - Furniture

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

Supplies

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

The Authority is seeking to appoint Contractor(s) capable of providing sustainable solutions for the supply, delivery and installation of Furniture to the higher education (HE) institutions and further education (FE) institutions of Scotland, to institutions throughout Scotland, and Skills Development Scotland and other organisations as detailed at <https://www.apuc-scot.ac.uk/#!/members>.

This will include encouraging and facilitating re-use via repair and refurbishment of existing products as well as offering a re-use of redundant furniture by other parties and other circular economy solutions aimed at extending the life of products and reducing the associated embedded carbon impact.

The Framework Agreement is split in to four specific product lots:

Lot 1: Workplace and Learning Environment Furniture

Lot 2a: Beds and Mattresses

Lot 2b: Residential Furniture

Lot 3 Circular Economy Solutions

### **II.1.5) Estimated total value**

Value excluding VAT: £38,000,000

### **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**

Lot 2A Beds and Mattresses

Lot No

2

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

- 50850000 - Repair and maintenance services of furniture
- 39143112 - Mattresses
- 39512300 - Mattress covers
- 39143110 - Beds and bedding and specialist soft furnishings
- 39143111 - Mattress supports

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

NUTS codes

- UKM - Scotland

Main site or place of performance

Various sites through Scotland (Mainland and Islands)

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

The Authority is seeking to appoint Contractor(s) capable of providing sustainable solutions for the supply, delivery and installation of Beds and Mattresses to the Higher Education (HE) institutions and Further Education (FE) institutions of Scotland, Skills Development Scotland and other organisations as detailed at <https://www.apuc-scot.ac.uk/#!/members>. This will include encouraging and facilitating re-use via repair and refurbishment of existing products as well as offering a re-use of redundant furniture by other parties and other circular economy solutions aimed at extending the life of products and reducing the associated embedded carbon impact.

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

Quality criterion - Name: Technical / Weighting: 60

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The Framework Agreement will run for an initial period of 24 months and may be extended for a further 24 month period, after which it will be re-tendered.

#### **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: Yes

Identification of the project

Horizon Funding

### **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.

## **II.2) Description**

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

Lot 3 Circular Economy Solutions

Lot No

4

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

- 39100000 - Furniture
- 50850000 - Repair and maintenance services of furniture
- 39130000 - Office furniture
- 39151300 - Modular furniture

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

NUTS codes

- UKM - Scotland

Main site or place of performance

Various sites through Scotland (Mainland and Islands)

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

The Authority is seeking to appoint Contractor(s) capable of providing sustainable circular economy driven solutions for the supply, delivery and installation of Residential Furniture to the Higher Education (HE) institutions and Further Education (FE) institutions of Scotland, Skills Development Scotland and other organisations as detailed at <https://www.apuc-scot.ac.uk/#!/members>. This will include encouraging and facilitating institutions in furthering the life of existing products through repair and refurbishment, expand re-use opportunities for existing and redundant furniture as well as introducing wider opportunities for consideration of pre-owned products as well as offering a re-use of redundant furniture by other parties and other circular economy solutions aimed at reducing the associated embedded carbon impact.

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

Quality criterion - Name: Technical / Weighting: 50

Price - Weighting: 50

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The Framework Agreement will run for an initial period of 24 months and may be extended for a further 24 month period, after which it will be re-tendered

#### **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: Yes

Identification of the project

Horizon Funding

### **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

## **II.2) Description**

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

Lot 2B Residential Furniture

Lot No

3

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

- 39151000 - Miscellaneous furniture
- 39143100 - Bedroom furniture
- 50850000 - Repair and maintenance services of furniture
- 39100000 - Furniture
- 39143300 - Living-room furniture



- 39143110 - Beds and bedding and specialist soft furnishings
- 39143000 - Bedroom, dining room and living-room furniture
- 39140000 - Domestic furniture
- 39151300 - Modular furniture

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

NUTS codes

- UKM - Scotland

Main site or place of performance

Various sites through Scotland (Mainland and Islands)

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

The Authority is seeking to appoint Contractor(s) capable of providing sustainable solutions for the supply, delivery and installation of Residential Furniture to the Higher Education (HE) institutions and Further Education (FE) institutions of Scotland, Skills Development Scotland and other organisations as detailed at <https://www.apuc-scot.ac.uk/#!/members>. This will include encouraging and facilitating re-use via repair and refurbishment of existing products as well as offering a re-use of redundant furniture by other parties and other circular economy solutions aimed at extending the life of products and reducing the associated embedded carbon impact.

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

Quality criterion - Name: Technical / Weighting: 60

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The Framework Agreement will run for an initial period of 24 months and may be extended for a further 24 month period, after which it will be re-tendered.

### **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: Yes

Identification of the project

Horizon Funding

### **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

## **II.2) Description**

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

Lot 1 Workplace and Learning Environment Furniture

Lot No

1

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

- 39130000 - Office furniture
- 39100000 - Furniture
- 39156000 - Lounge and reception-area furniture
- 39155000 - Library furniture
- 39153000 - Conference-room furniture
- 39110000 - Seats, chairs and related products, and associated parts
- 39120000 - Tables, cupboards, desk and bookcases
- 39162000 - Educational equipment
- 39151000 - Miscellaneous furniture
- 39151300 - Modular furniture
- 44421720 - Lockers

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

NUTS codes

- UKM - Scotland

Main site or place of performance

Various sites through Scotland (Mainland and Islands)

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

The Authority is seeking to appoint Contractor(s) capable of providing sustainable solutions for the supply, delivery and installation of Workplace & Learning Environment furniture to the Higher Education (HE) institutions and Further Education (FE) institutions of Scotland, Skills Development Scotland and other organisations as detailed at <https://www.apuc-scot.ac.uk/#!/members>. This will include encouraging and facilitating re-use via repair and refurbishment of existing products as well as offering a re-use of redundant furniture by other parties and other circular economy solutions aimed at extending the life of products and reducing the associated embedded carbon impact.

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

Quality criterion - Name: Technical / Weighting: 60

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

The Framework Agreement will run for an initial period of 24 months and may be extended for a further 24 month period, after which it will be re-tendered

### **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: Yes

Identification of the project

Horizon Funding

### **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.

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions for participation**

#### **III.1.2) Economic and financial standing**

Minimum level(s) of standards possibly required

With reference to 4B.5 of the ESPD in the qualification questionnaire, bidders must confirm they can provide the following supporting evidence prior to award:

Employer's (Compulsory) Liability Insurance = 5 000 000 GBP

Public Liability Insurance = 5 000 000 GBP

Product Liability Insurance = 5 000 000 GBP

With reference to 4B.6 of the ESPD in the qualification questionnaire, bidders must confirm they can provide the following supporting evidence prior to award:

To demonstrate and evidence suitable economic standing, successful Contractors will be required to provide 2 years audited accounts, or equivalent if awarded the Framework Agreement.

Alternatively, if the contractor is unable to provide the required accounting information e.g. a new business without the required accounts, then they will be required to provide a bankers letter demonstrating their willingness to support the Contractors organisation over the term of the Framework Agreement.

#### **III.1.3) Technical and professional ability**

Minimum level(s) of standards possibly required

Tenderers must confirm they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. This includes confirmation that they have the systems in place to pay subcontractors through the supply chain promptly (i.e. no later than 30 days after the invoice (or similar claim) relating to the payment is presented) and effectively, and provide evidence when requested of:

a) their standard payment terms

b)  $\geq 95\%$  of all supply chain invoices being paid on time (in accordance with the terms of contract) in the last financial year

If the bidder is unable to confirm (b) they must provide an improvement plan, signed by their Director, which improves the payment performance.

## **III.2) Conditions related to the contract**

### **III.2.2) Contract performance conditions**

#### Submission of Management Information

Following commencement of the Framework Agreement, the Contractor will provide a performance report to The Authority on a quarterly basis to include spend by institution under the Framework Agreement for the

reporting period.

Contractors must provide the information on a quarterly basis, within 10 working days following the start of each quarter. Data must be uploaded to the website: <http://ucsp.ac.uk/> using the template provided (template shall be provided during the lead-in period). The supplied template is the only format permissible and should contain

Contractor name, tender reference, total net spend by institution each month. If there has been no spend for the quarter, then this will still require you to log in and record a nil spend return.

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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

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

Originally published as:

Date

14 August 2024

Local time

1:00pm

Changed to:

Date

15 August 2024

Local time

2:00pm

See the [change notice](#).

#### **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

14 August 2024

Local time

2:00pm

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: The Framework Agreement will run for an initial period of 24 months and may be extended for a further 24 month period, after which it will be re-tendered.

### **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**

### **Form of Tender**

Tenderers must sign Form of Tender - Appendix A prior to award to confirm that their Tender Response is a complete, true and accurate submission.

### **Freedom of Information**

Please confirm that you will be in a position to complete, prior to award, Appendix B - Freedom of Information(if applicable) in the

Technical Questionnaire. This information should only be submitted if applicable at point of award. It is for information only and will not be scored.

### **Sustain Supply Chain Code of Conduct**

The Authority has developed a Sustain Supply Chain Code of Conduct- Appendix D which sets out its expected standards for its supply chain in social, ethical and environmental compliance. Tenderers must complete the Sustain Supply Chain Code of Conduct prior to award to assist in achieving its objectives.

### **List Of Institutions**

Tenderers must complete and return Appendix E - List of Institutions to confirm their ability to service the required coverage levels.

### **Prompt Payment**

Tenderers must confirm that payment of subcontractors at all stages of the supply chain will be made within a maximum of 30 days and that this will be managed. It is for information only and will not be scored but is a requirement of this tender and will be included in the contractual terms.

### **Serious Organised Crime**

Please complete “Appendix H – Declaration of Non-Involvement in Serious Organised Crime” in the Technical Questionnaire. Tenderers must complete the Declaration of Non-Involvement in Serious Organised Crime. It is for information only and will not be scored but it is a requirement of this tender and will be included in the assessment of tender responses and in contractual terms.

### **Human Trafficking & Labour Exploitation**

Please complete “Appendix I – Declaration of Non-Involvement in Human Trafficking & Labour Exploitation” in the Technical Questionnaire. Tenderers must complete the Declaration of Non-Involvement in Human Trafficking & labour Exploitation. It is for information only and will not be scored but it is a requirement of this tender and will be included in the assessment of tender responses and in contractual terms.

#### SCM Responsible Procurement Supply Chain Evaluation Tool: Section 1

Please complete “Appendix J – SCM Responsible Procurement Supply Chain Evaluation Tool: Section 1” in the Technical Questionnaire. Tenderers must complete the SCM Responsible Procurement Supply Chain Evaluation Tool: Section 1. It is for information only and will not be scored but is a requirement of this tender and will be included in the contractual terms.

#### Living Wage Status

Please provide details on your position on the Real Living Wage. This information should be submitted in the Technical envelope in PSC-T. It is for information only and will not be scored.

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 27072. For more information see:

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

The Contracting Authority does not intend to include a sub-contract clause as part of community benefits (as per Section 25 of the Procurement Reform (Scotland) Act 2014) in this contract for the following reason:

N/A

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:

The Contractor will work with the Authority to deliver Community Benefits or social value where they are identifiable throughout the term

of the Framework Agreement. Examples of Community Benefits or social value are: providing training opportunities to staff and students and investment in the local community.

(SC Ref:771202)

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

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

Stirling Sheriff Court

Sheriff Court House, Viewfield Place

Stirling

FK8 1NH

Email

[enquiries@scotcourts.gov.uk](mailto:enquiries@scotcourts.gov.uk)

Country

United Kingdom

Internet address

<https://www.scotcourts.gov.uk/the-courts/court-locations/stirling-sheriff-court-and-justice-of-the-peace-court>