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Tender

## **Framework for the provision of a workplace solution**

HEART ACADEMIES TRUST

F02: Contract notice

Notice identifier: 2023/S 000-025193

Procurement identifier (OCID): ocds-h6vhtk-03f749

Published 25 August 2023, 5:46pm

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

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

HEART ACADEMIES TRUST

Mile Road

BEDFORD

MK429TR

#### **Contact**

Matthew Saunders

#### **Email**

[procurement@heartacademiestrust.co.uk](mailto:procurement@heartacademiestrust.co.uk)

#### **Telephone**

+44 7957110938

#### **Country**

United Kingdom

**Region code**

UKH24 - Bedford

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

<https://www.heartacademiestrust.co.uk/>

**I.3) Communication**

Access to the procurement documents is restricted. Further information can be obtained at

<https://www.heartacademiestrust.co.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.heartacademiestrust.co.uk/>

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

Body governed by public law

**I.5) Main activity**

Education

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## **Section II: Object**

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

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

Framework for the provision of a workplace solution

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

- 30190000 - Various office equipment and supplies

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

Supplies

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

HEART Academies Trust (HEART) to establish a Framework Agreement for the provision of a workplace solution, as described in Appendix A (Specification), commencing 6th November 2023 for an initial 36 month with an option to extend for 12 months, subject to Supplier performance with a final framework end date of 5th November 2027.

Tender documents can be requested by emailing Matthew Saunders  
[procurement@heartacademiestrust.co.uk](mailto:procurement@heartacademiestrust.co.uk)

Completed tender documents must be submitted via email to Matthew Saunders at  
[procurement@heartacademiestrust.co.uk](mailto:procurement@heartacademiestrust.co.uk) by the published closing date.

The framework is focused on the education sector and is to provide Customers with access to a full range of office and classroom suppliers including janitorial and other associated supplies.

A vision to drive sustainable outcomes through ethically sourced goods, and Customer optionality for green and more suitable products including communicating where issues and challenges arise

To drive sustainable operations through the use of recycled packaging, and where possible the elimination of single use plastics including communicating where issues and challenges arise

The Framework will provide office and classroom suppliers including janitorial and other associated supplies, this will include but is not limited to:

- Office stationery - general office stationery products e.g., pens, pencils, marker pens, envelopes, highlighter pens, whiteboard pens, desktop accessories, pockets and filing accessories, presentation items, diaries and associated office miscellaneous supplies, envelopes and address labels, water-based ink pens, wood free colouring pencils, calendars and diaries
- Paper - copier paper, bulk paper orders
- Janitorial goods - washroom supplies, blue roll, washing up liquid, soap dispensers and consumables, refuse sacks, waste containers washroom supplies, signage locks.
- Personal protection equipment- safety clothing, hard hats, first aid kits, fire blankets, first aid foil blankets, CO2 fire extinguisher and eye protectors.
- Small office machines - laminators, shredders, guillotines, desktop printers, adding machines, label making machines, paper shredding machines.
- Electronic office and media supplies e.g., ink and toner printer cartridges including remanufactured, CDs, DVDs and USB drives, electronic storage media and peripherals.
- Classroom supplies and resources - including art supplies, teaching supplies, folders, pockets, dividers schoolbooks, exercise books, exercise paper.

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

Value excluding VAT: £60,000,000

#### **II.1.6) Information about lots**

This contract is divided into lots: No

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

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

- 22000000 - Printed matter and related products
- 30000000 - Office and computing machinery, equipment and supplies except furniture and software packages
- 39000000 - Furniture (incl. office furniture), furnishings, domestic appliances (excl. lighting) and cleaning products
- 80000000 - Education and training services

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

NUTS codes

- UK - United Kingdom

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

HEART Academies Trust (HEART) to establish a Framework Agreement for the provision of a workplace solution, as described in Appendix A (Specification), commencing 6th November 2023 for an initial 36 month with an option to extend for 12 months, subject to Supplier performance with a final framework end date of 5th November 2027.

Tender documents can be requested by emailing Matthew Saunders  
[procurement@heartacademiestrust.co.uk](mailto:procurement@heartacademiestrust.co.uk)

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- Paper - copier paper, bulk paper orders
- Janitorial goods - washroom supplies, blue roll, washing up liquid, soap dispensers and consumables, refuse sacks, waste containers washroom supplies, signage locks.
- Personal protection equipment- safety clothing, hard hats, first aid kits, fire blankets,

first aid foil blankets, CO2 fire extinguisher and eye protectors.

- Small office machines - laminators, shredders, guillotines, desktop printers, adding machines, label making machines, paper shredding machines.
- Electronic office and media supplies e.g., ink and toner printer cartridges including remanufactured, CDs, DVDs and USB drives, electronic storage media and peripherals.
- Classroom supplies and resources - including art supplies, teaching supplies, folders, pockets, dividers schoolbooks, exercise books, exercise paper.

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

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.6) Estimated value**

Value excluding VAT: £60,000,000

#### **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

Commencing 7th November 2023 for an initial 36 month with an option to extend for 1-year, subject to Supplier performance with a final framework end date of 5th November 2027.

#### **II.2.10) Information about variants**

Variants will be accepted: No

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

Options: No

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

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[procurement@heartacademiestrust.co.uk](mailto:procurement@heartacademiestrust.co.uk)

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[procurement@heartacademiestrust.co.uk](mailto:procurement@heartacademiestrust.co.uk) by the published closing date.

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

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

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

Selection criteria as stated in the procurement documents

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

Selection criteria as stated in the procurement documents

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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 a single operator

#### **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**

Date

2 October 2023

Local time

1:00pm

#### **IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

#### **IV.2.7) Conditions for opening of tenders**

Date

2 October 2023

Local time

2:00pm



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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

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

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

HEART Academies Trust

Bedford

Country

United Kingdom