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Awarded contract

## **YPO - 001011 Paper fasteners**

YPO

F03: Contract award notice

Notice reference: 2021/S 000-029950

Published: 2 December 2021, 12:45pm

### **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 01924664685

#### **Country**

United Kingdom

**NUTS code**

UKE45 - Wakefield

**Internet address(es)**

Main address

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

Buyer's address

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

**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**

YPO - 001011 Paper fasteners

Reference number

001011

**II.1.2) Main CPV code**

- 30197000 - Small office equipment

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

Supplies

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

A Framework Agreement for the supply of Paper Fasteners and Office Essentials 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: £1,000,000

## **II.2) Description**

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

Paper Clips

Lot No

1

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

- 30197000 - Small office equipment

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

NUTS codes

- UKE45 - Wakefield

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

Variety of paper clips to include: Plain metal paper clip in the size of 22mm, pack of 1000, Plain metal paper clip in the size of 33mm; pack of 1000, Plain metal paper clip in the size of 50mm; pack of 100, Wavy metal paper clip in the size of 50mm; pack of 100, Assorted coloured paper clips in the size of 33mm; tub of 400, Assorted coloured paper clips in the size of 50mm; tub of 150.

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

Quality criterion - Name: Social Value/Sustainability / Weighting: 15

Quality criterion - Name: Delivery and Customer Service / Weighting: 15

Quality criterion - Name: Quality / Weighting: 25

Price - Weighting: 45

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

Options: Yes

Description of options

The Framework Agreement will cover the period from 9th November 2021 – 8th November 2023 with two options to extend for an additional 12 months each. The first decision to extend the contract period will be taken by the end of June 2023 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 9th November 2021 to 8th November 2025 (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**

Treasury Tags

Lot No

2

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

- 30197000 - Small office equipment

**II.2.3) Place of performance**

NUTS codes

- UKE45 - Wakefield

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

Variety of treasury tags: 25mm metal ended treasury tags in a pack of 100; 50mm metal ended treasury tags in a pack of 100; 75mm metal ended treasury tags in a pack of 100; 100mm metal ended treasury tags in a pack of 100; 125mm metal ended treasury tags in a pack of 100; 150mm metal ended treasury tags in a pack of 100; 100mm metal ended elasticated treasury tags in a pack of 100; 25mm plastic ended treasury tags in a pack of 100; 50mm plastic ended treasury tags in a pack of 100; 75mm plastic ended treasury tags in a pack of 100; 150mm plastic ended treasury tags in a pack of 100.

**II.2.5) Award criteria**

Quality criterion - Name: Quality / Weighting: 25

Quality criterion - Name: Delivery and Customer Service / Weighting: 15

Quality criterion - Name: Social Value/Sustainability / Weighting: 15

Price - Weighting: 45

**II.2.11) Information about options**

Options: Yes

Description of options

The Framework Agreement will cover the period from 9th November 2021 – 8th November 2023 with two options to extend for an additional 12 months each. The first decision to extend the contract period will be taken by the end of June 2023 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 9th November 2021 to 8th November 2025 (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**

Paper Fasteners

Lot No

3

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

- 30197000 - Small office equipment

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

NUTS codes

- UKE45 - Wakefield

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

25mm brass or silver paper fasteners, in a tub of 500

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

Quality criterion - Name: Quality / Weighting: 25

Quality criterion - Name: Delivery and Customer Service / Weighting: 15

Quality criterion - Name: Social Value/Sustainability / Weighting: 15

Price - Weighting: 45

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

Options: Yes

#### Description of options

The Framework Agreement will cover the period from 9th November 2021 – 8th November 2023 with two options to extend for an additional 12 months each. The first decision to extend the contract period will be taken by the end of June 2023 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 9th November 2021 to 8th November 2025 (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**

Foldback and Letter Clips

Lot No

4

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

- 30197000 - Small office equipment

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

NUTS codes

- UKE45 - Wakefield

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

Variety of foldback and letter clips to include: 19mm assorted coloured metal foldback clips in a tub of 50; 30mm metal letter clips in a pack of 10; 50mm metal letter clips in a pack of 10; 70mm metal letter clips in a pack of 10.

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

Quality criterion - Name: Quality / Weighting: 25

Quality criterion - Name: Delivery and Customer Service / Weighting: 15

Quality criterion - Name: Social Value/Sustainability / Weighting: 15

Price - Weighting: 45

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

Options: Yes

Description of options

The Framework Agreement will cover the period from 9th November 2021 – 8th November 2023 with two options to extend for an additional 12 months each. The first decision to extend the contract period will be taken by the end of June 2023 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 9th November 2021 to 8th November 2025 (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**

Pins

Lot No

5

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

- 30197000 - Small office equipment



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

NUTS codes

- UKE45 - Wakefield

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

A variety of pins to include: Assorted coloured 9.5mm head drawing pins in a tub of 1000; Brass coloured 9.5mm head drawing pins in a tub of 750; Brass coloured 12mm head drawing pins in a box of 144; Assorted coloured 15mm push pins in a tub of 200; Assorted coloured Map tacks with a head of 4.5mm and a length of 13.5mm in a pack of 100 in assorted colours.

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

Quality criterion - Name: Quality / Weighting: 45

Quality criterion - Name: Delivery and Customer Service / Weighting: 15

Quality criterion - Name: Social Value/Sustainability / Weighting: 15

Price - Weighting: 45

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

Options: Yes

Description of options

The Framework Agreement will cover the period from 9th November 2021 – 8th November 2023 with two options to extend for an additional 12 months each. The first decision to extend the contract period will be taken by the end of June 2023 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 9th November 2021 to 8th November 2025 (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**

Rubber Bands

Lot No

6

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

- 30197000 - Small office equipment

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

NUTS codes

- UKE45 - Wakefield

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

Variety of rubber bands to include: Assorted sized natural coloured rubber bands in a 75g tub; Assorted size and assorted coloured rubber bands in a 75g tub; Natural coloured rubber bands.

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

Quality criterion - Name: Quality / Weighting: 25

Quality criterion - Name: Delivery and Customer Service / Weighting: 15

Quality criterion - Name: Social Value/Sustainability / Weighting: 15

Price - Weighting: 45

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

Options: Yes

Description of options

The Framework Agreement will cover the period from 9th November 2021 – 8th November

2023 with two options to extend for an additional 12 months each. The first decision to extend the contract period will be taken by the end of June 2023 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 9th November 2021 to 8th November 2025 (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**

Additional Products (Line by Line)

Lot No

7

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

- 30197000 - Small office equipment

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

NUTS codes

- UKE45 - Wakefield

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

Assorted items to include: 25mm Diameter Loose Leaf Rings in a pack of 50, tub of 15 assorted coloured finger cones, YPO Classroom Collection Stationery Pack is a multipack including:

300 x Coloured Paper Clip

50 x Giant Wavy assorted colour paper clip

200 x Large Map Pins

150 x Push Pins

30 x Fold Back Clips

50 x Mini Pegs

50g x Rubber Bands assorted colours

15 x Erasers

8 Tubs

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

Quality criterion - Name: Quality / Weighting: 25

Quality criterion - Name: Delivery and Customer Service / Weighting: 15

Quality criterion - Name: Social Value/Sustainability / Weighting: 15

Price - Weighting: 45

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

Options: Yes

Description of options

The Framework Agreement will cover the period from 9th November 2021 – 8th November 2023 with two options to extend for an additional 12 months each. The first decision to extend the contract period will be taken by the end of June 2023 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 9th November 2021 to 8th November 2025 (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: [2021/S 000-022321](#)

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

### **Contract No**

001011

### **Lot No**

1

### **Title**

Paper Clips

A contract/lot is awarded: Yes

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

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

28 October 2021

### **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**

THE HIRA COMPANY LTD

ELIZABETH HOUSE, ELIZABETH STREET,

Manchester

M8 8JJ

Country

United Kingdom

NUTS code

- UKD3 - Greater Manchester

National registration number

00626010

The contractor is an SME

Yes

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

Total value of the contract/lot: £1,000,000

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

### **Contract No**

001011

### **Lot No**

2

### **Title**

Treasury Tags

A contract/lot is awarded: No

### **V.1) Information on non-award**

The contract/lot is not awarded

No tenders or requests to participate were received or all were rejected

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

### **Contract No**

001011

### **Lot No**

3

### **Title**

Paper Fasteners

A contract/lot is awarded: Yes

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

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

28 October 2021

### **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**

THE HIRA COMPANY LTD

ELIZABETH HOUSE, ELIZABETH STREET,

Manchester

M8 8JJ

Country

United Kingdom

NUTS code

- UKD3 - Greater Manchester

National registration number

00626010

The contractor is an SME

Yes

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

Total value of the contract/lot: £1,000,000



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

### **Contract No**

001011

### **Lot No**

4

### **Title**

Foldback and Letter Clips

A contract/lot is awarded: Yes

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

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

28 October 2021

#### **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**

THE HIRA COMPANY LTD

ELIZABETH HOUSE, ELIZABETH STREET,

Manchester

M8 8JJ

Country

United Kingdom

NUTS code

- UKD3 - Greater Manchester

National registration number

00626010

The contractor is an SME

Yes

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

Total value of the contract/lot: £1,000,000

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

#### **Contract No**

001011

#### **Lot No**

5

#### **Title**

Pins

A contract/lot is awarded: Yes

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

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

28 October 2021

##### **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**

THE HIRA COMPANY LTD

ELIZABETH HOUSE, ELIZABETH STREET,

Manchester

M8 8JJ

Country

United Kingdom

NUTS code

- UKD3 - Greater Manchester

National registration number

00626010

The contractor is an SME

Yes

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

Total value of the contract/lot: £1,000,000

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

### **Contract No**

001011

### **Lot No**

6

### **Title**

Rubber Bands

A contract/lot is awarded: Yes

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

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

28 October 2021

#### **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**

THE HIRA COMPANY LTD

ELIZABETH HOUSE, ELIZABETH STREET,

Manchester

M8 8JJ

Country

United Kingdom

NUTS code

- UKD3 - Greater Manchester

National registration number

00626010

The contractor is an SME

Yes

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

Total value of the contract/lot: £1,000,000

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

#### **Contract No**

001011

#### **Lot No**

7

#### **Title**

Additional Products (Line by Line)

A contract/lot is awarded: Yes

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

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

28 October 2021

##### **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**

THE HIRA COMPANY LTD

ELIZABETH HOUSE, ELIZABETH STREET,

Manchester

M8 8JJ

Country

United Kingdom

NUTS code

- UKD3 - Greater Manchester

National registration number

00626010

The contractor is an SME

Yes

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

Total value of the contract/lot: £1,000,000

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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/permissible-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