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Contract

YPO - 001011 Paper fasteners

YPO

F03: Contract award notice

Notice identifier: 2021/S 000-029950

Procurement identifier (OCID): ocds-h6vhtk-02dea0

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

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

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

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](#)

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

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

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

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

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

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

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

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