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Contract

Mail Screening Services

Scottish Parliamentary Corporate Body
Scottish Government

F03: Contract award notice

Notice identifier: 2021/S 000-031390

Procurement identifier (OCID): ocds-h6vhtk-02b395

Published 16 December 2021, 12:45pm

Section I: Contracting authority

I.1) Name and addresses

Scottish Parliamentary Corporate Body

The Scottish Parliament, Procurement Services

Edinburgh

EH99 1SP

Email

nadia.smith@parliament.scot

Country

United Kingdom

NUTS code

UKM75 - Edinburgh, City of

Internet address(es)

Main address

<http://www.parliament.scot>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10284

I.1) Name and addresses

Scottish Government

4 Atlantic Quay, 70 York St

Glasgow

G2 8EA

Email

ceu@gov.scot

Telephone

+44 1412420133

Country

United Kingdom

NUTS code

UKM82 - Glasgow City

Internet address(es)

Main address

<http://www.scotland.gov.uk>

Buyer's address

https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10482

I.2) Information about joint procurement

The contract involves joint procurement

In the case of joint procurement involving different countries, state applicable national procurement law

The Scottish Government

I.4) Type of the contracting authority

Other type

Devolved Parliament

I.5) Main activity

Other activity

Legislative Body

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Mail Screening Services

Reference number

NIC-SER-457

II.1.2) Main CPV code

- 64112000 - Postal services related to letters

II.1.3) Type of contract

Services

II.1.4) Short description

The Scottish Parliament in collaboration with the Scottish Government requires a Contractor to provide Mail Screening Services at PAS97:2021 Level 2, throughout a range of locations.

The service is required to mitigate the risk of contaminated, hazardous or offensive mail items being sent through the postal system which could cause concern, disruption or harm to recipients.

II.1.6) Information about lots

This contract is divided into lots: No

II.1.7) Total value of the procurement (excluding VAT)

Value excluding VAT: £2,962,197

II.2) Description

II.2.2) Additional CPV code(s)

- 64112000 - Postal services related to letters

II.2.3) Place of performance

NUTS codes

- UKM75 - Edinburgh, City of

Main site or place of performance

Edinburgh, Glasgow, Kinlochleven, Aberdeen, Dundee, and London.

II.2.4) Description of the procurement

The Scottish Parliamentary Corporate Body (SPCB) and the Scottish Government (SG) require the services of a contractor to provide mail screening service from the point where the contractor collects the mail items from the public mail carrier to end delivery of the screened

mail to SPCB and SG designated sites. The contractor must screen the mail to Screening Level 2 as set out in PAS97:2021, also including external visual inspection of every mail items. The contractor will be required to screen for hazardous, dangerous and offensive items and

to deliver the mail securely to the Scottish Parliament's and Scottish Government's designated locations. The services include:

- collection and transportation of all mail items from the public mail carrier;
- secure screening of mail at the Contractor's facility;
- timely and secure delivery of all screened mail items to the SPCB and SG designated sites detailed in the tender documents.

Full details of the service requirements are contained in the Specification.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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: No

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Open procedure

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 000-011299](#)

Section V. Award of contract

Contract No

NIC-SER-457

A contract/lot is awarded: Yes

V.2) Award of contract

V.2.1) Date of conclusion of the contract

10 December 2021

V.2.2) Information about tenders

Number of tenders received: 1

Number of tenders received from SMEs: 0

Number of tenders received from tenderers from other EU Member States: 0

Number of tenders received from tenderers from non-EU Member States: 1

Number of tenders received by electronic means: 1

The contract has been awarded to a group of economic operators: No

V.2.3) Name and address of the contractor

Royal Mail Group Ltd

100 Victoria Embankment,

LONDON

EC4Y 0HQ

Telephone

+44 0000000

Country

United Kingdom

NUTS code

- UK - United Kingdom

The contractor is an SME

No

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

Total value of the contract/lot: £2,962,197

Section VI. Complementary information

VI.3) Additional information

Please note that there are minimum requirements concerning Cyber Security for this contract to which a pass/fail marking will attach.

Bidders will be required to complete an online Supplier Assurance Questionnaire using the Cyber Security Procurement Support Tool

(CSPST). A link to CSPST can be found here: <https://cyberassessment.gov.scot>.

The questionnaire will be aligned to a Cyber Risk Profile that has been established for the contract, based on the SPCB's assessment of

cyber risk.

For this contract, minimum requirements also include the holding of Cyber Essentials (or equivalent)

Further details can be found in the Tender Invitation Letter. A contract condition for this procurement requires the bidder to comply with

minimum security requirements.

Insurance levels:

Employers liability: 5m

Public liability: 10m

(SC Ref:677439)

VI.4) Procedures for review

VI.4.1) Review body

Edinburgh Sheriff Court House

Sheriff Court House, 27 Chambers Street

Edinburgh

EH1 1LB

Email

procurement@parliament.scot

Country

United Kingdom