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Contract

## **YPO - 001250 Sketch Books and Pads**

YPO

F03: Contract award notice

Notice identifier: 2025/S 000-038039

Procurement identifier (OCID): ocds-h6vhtk-04def5

Published 7 July 2025, 6:53pm

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

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

YPO

41 Industrial Park

Wakefield

WF2 0XE

#### **Email**

[contracts@ypo.co.uk](mailto:contracts@ypo.co.uk)

#### **Telephone**

+44 7901239756

#### **Country**

United Kingdom

**Region code**

UKE45 - Wakefield

**Internet address(es)**

Main address

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

Buyer's address

<https://procontract.due-north.com/register?ReadForm>

**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 - 001250 Sketch Books and Pads

Reference number

001250

**II.1.2) Main CPV code**

- 22816000 - Pads

**II.1.3) Type of contract**

Supplies

**II.1.4) Short description**

YPO are looking for Providers to be appointed onto a Framework Agreement for the supply of Sketchbooks and Pads 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: £8,000,000

**II.2) Description****II.2.1) Title**

Layout, Tracing Pads and Paper

Lot No

1

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

- 37823200 - Tracing paper

**II.2.3) Place of performance**

NUTS codes

- UKE45 - Wakefield

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

This Lot will cover a range of layout, tracing pads and paper to be delivered into YPO's distribution centre in Wakefield.

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

Quality criterion - Name: Quality / Weighting: 35%

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

Quality criterion - Name: Social Value/Sustainability / Weighting: 20%

Price - Weighting: 30%

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

Options: Yes

Description of options

The Framework Agreement will cover the period from 4th July 2025 to 3rd July 2027 with two options to extend for an additional 12 months. The first decision to extend the contract period will be taken by the end of March 2027 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 4th July 2025 to 3rd July 2029 (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**

Drawing Project Books

Lot No

2

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

- 22816000 - Pads

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

NUTS codes

- UKE45 - Wakefield

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

This Lot covers a range of project books in various sizes to be delivered into YPO's distribution centre in Wakefield.

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

Quality criterion - Name: Quality / Weighting: 35%

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

Quality criterion - Name: Social Value/Sustainability / Weighting: 20%

Price - Weighting: 30%

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

Options: Yes

Description of options

The Framework Agreement will cover the period from 4th July 2025 to 3rd July 2027 with two options to extend for an additional 12 months. The first decision to extend the contract period will be taken by the end of March 2027 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 4th July 2025 to 3rd July 2029 (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**

Scrap/Presentation Book

Lot No

3

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

- 22816000 - Pads

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

NUTS codes

- UKE45 - Wakefield

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

This Lot covers a range of presentation and scrap books to be delivered into YPO's distribution centre in Wakefield.

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

Quality criterion - Name: Quality / Weighting: 35%

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

Quality criterion - Name: Social Value/Sustainability / Weighting: 20%

Price - Weighting: 30%

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

Options: Yes

Description of options

The Framework Agreement will cover the period from 4th July 2025 to 3rd July 2027 with two options to extend for an additional 12 months. The first decision to extend the contract period will be taken by the end of March 2027 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 4th July 2025 to 3rd July 2029 (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**

Own Brand Sketchbooks & Watercolour Pads

Lot No

4

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

- 22816000 - Pads

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

NUTS codes

- UKE45 - Wakefield

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

This Lot covers a range of YPO branded sketchbooks and watercolour pads to be delivered into YPO's distribution centre in Wakefield.

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

Quality criterion - Name: Quality / Weighting: 35%

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

Quality criterion - Name: Social Value/Sustainability / Weighting: 20%

Price - Weighting: 30%

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

Options: Yes

Description of options

The Framework Agreement will cover the period from 4th July 2025 to 3rd July 2027 with two options to extend for an additional 12 months. The first decision to extend the contract period will be taken by the end of March 2027 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 4th July 2025 to 3rd July 2029 (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**

Laminated Sketchbooks

Lot No

5

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

- 22816000 - Pads

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

NUTS codes

- UKE45 - Wakefield

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

This Lot covers a range of laminated sketchbooks to be delivered into YPO's distribution centre in Wakefield.



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

Quality criterion - Name: Quality / Weighting: 35%

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

Quality criterion - Name: Social Value/Sustainability / Weighting: 20%

Price - Weighting: 30%

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

Options: Yes

Description of options

The Framework Agreement will cover the period from 4th July 2025 to 3rd July 2027 with two options to extend for an additional 12 months. The first decision to extend the contract period will be taken by the end of March 2027 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 4th July 2025 to 3rd July 2029 (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**

Hardback Sketchbooks

Lot No

6

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

- 22816000 - Pads

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

NUTS codes

- UKE45 - Wakefield

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

This Lot covers a range of hardback sketchbooks to be delivered into YPO's distribution centre in Wakefield.

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

Quality criterion - Name: Quality / Weighting: 35%

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

Quality criterion - Name: Social Value/Sustainability / Weighting: 20%

Price - Weighting: 30%

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

Options: Yes

Description of options

The Framework Agreement will cover the period from 4th July 2025 to 3rd July 2027 with two options to extend for an additional 12 months. The first decision to extend the contract period will be taken by the end of March 2027 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 4th July 2025 to 3rd July 2029 (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**

Polypropylene Sketchbook

Lot No

7

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

- 22816000 - Pads

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

NUTS codes

- UKE45 - Wakefield

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

This Lot covers a range of polypropylene sketchbooks to be delivered into YPO's distribution centre in Wakefield.

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

Quality criterion - Name: Quality / Weighting: 35%

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

Quality criterion - Name: Social Value/Sustainability / Weighting: 20%

Price - Weighting: 30%

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

Options: Yes

Description of options

The Framework Agreement will cover the period from 4th July 2025 to 3rd July 2027 with two options to extend for an additional 12 months. The first decision to extend the contract period will be taken by the end of March 2027 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 4th July 2025 to 3rd July 2029 (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**

Sketchbooks

Lot No

8

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

- 22816000 - Pads

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

NUTS codes

- UKE45 - Wakefield

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

This Lot covers a range of sketchbooks to be delivered into YPO's distribution centre in Wakefield.

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

Quality criterion - Name: Quality / Weighting: 35%

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

Quality criterion - Name: Social Value/Sustainability / Weighting: 20%

Price - Weighting: 30%

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

Options: Yes

Description of options

The Framework Agreement will cover the period from 4th July 2025 to 3rd July 2027 with two options to extend for an additional 12 months. The first decision to extend the contract period will be taken by the end of March 2027 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 4th July 2025 to 3rd July 2029 (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**

Premium Sketchbooks

Lot No

9

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

- 22816000 - Pads

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

NUTS codes

- UKE45 - Wakefield

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

This Lot covers a range of premium sketchbook to be delivered into YPO's distribution centre in Wakefield.

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

Quality criterion - Name: Quality / Weighting: 35%

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

Quality criterion - Name: Social Value/Sustainability / Weighting: 20%

Price - Weighting: 30%

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

Options: Yes

Description of options

The Framework Agreement will cover the period from 4th July 2025 to 3rd July 2027 with two options to extend for an additional 12 months. The first decision to extend the contract period will be taken by the end of March 2027 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 4th July 2025 to 3rd July 2029 (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: [2025/S 000-005044](#)

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

### **Contract No**

001250

### **Lot No**

1

### **Title**

Layout, Tracing Pads and Paper

A contract/lot is awarded: Yes

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

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

23 June 2025

### **V.2.2) Information about tenders**

Number of tenders received: 6

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

### **V.2.3) Name and address of the contractor**

William Sinclair & Sons (Stationers) Ltd

Otley

Country

United Kingdom

NUTS code

- UKE42 - Leeds

The contractor is an SME

Yes

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

Total value of the contract/lot: £8,000,000

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

### **Contract No**

001250

### **Lot No**

2



## **Title**

Drawing Project Books

A contract/lot is awarded: Yes

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

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

23 June 2025

### **V.2.2) Information about tenders**

Number of tenders received: 6

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

### **V.2.3) Name and address of the contractor**

William Sinclair & Sons (Stationers) Ltd

Otley

Country

United Kingdom

NUTS code

- UKE42 - Leeds

The contractor is an SME

Yes

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

Total value of the contract/lot: £8,000,000

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

### **Contract No**

001250

### **Lot No**

3

### **Title**

Scrap/Presentation Book

A contract/lot is awarded: Yes

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

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

23 June 2025

#### **V.2.2) Information about tenders**

Number of tenders received: 5

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

#### **V.2.3) Name and address of the contractor**

Budget Paper Supplies Ltd

Peterborough

Country

United Kingdom

NUTS code

- UKH11 - Peterborough

The contractor is an SME

Yes

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

Total value of the contract/lot: £8,000,000

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

#### **Contract No**

001250

#### **Lot No**

4

#### **Title**

Own Brand Sketchbooks & Watercolour Pads

A contract/lot is awarded: Yes

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

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

23 June 2025

##### **V.2.2) Information about tenders**

Number of tenders received: 6

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

##### **V.2.3) Name and address of the contractor**

West Design Products Limited

Kent

Country

United Kingdom

NUTS code

- UKJ4 - Kent

The contractor is an SME

Yes

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

Total value of the contract/lot: £8,000,000

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

#### **Contract No**

001250

#### **Lot No**

5

#### **Title**

Laminated Sketchbooks

A contract/lot is awarded: Yes

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

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

23 June 2025

##### **V.2.2) Information about tenders**

Number of tenders received: 8

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

### **V.2.3) Name and address of the contractor**

Budget Paper Supplies Ltd

Peterborough

Country

United Kingdom

NUTS code

- UKH11 - Peterborough

The contractor is an SME

Yes

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

Total value of the contract/lot: £8,000,000

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

### **Contract No**

001250

### **Lot No**

6

### **Title**

Hardback Sketchbooks

A contract/lot is awarded: Yes

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

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

23 June 2025

### **V.2.2) Information about tenders**

Number of tenders received: 4

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

### **V.2.3) Name and address of the contractor**

West Design Products

Kent

Country

United Kingdom

NUTS code

- UKJ4 - Kent

The contractor is an SME

Yes

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

Total value of the contract/lot: £8,000,000

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

### **Contract No**

001250

### **Lot No**

7

## **Title**

Polypropylene Sketchbook

A contract/lot is awarded: Yes

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

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

23 June 2025

### **V.2.2) Information about tenders**

Number of tenders received: 4

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

### **V.2.3) Name and address of the contractor**

West Design Products

Kent

Country

United Kingdom

NUTS code

- UKJ4 - Kent

The contractor is an SME

Yes

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

Total value of the contract/lot: £8,000,000

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

### **Contract No**

001250

### **Lot No**

8

### **Title**

Sketchbooks

A contract/lot is awarded: Yes

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

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

23 June 2025

#### **V.2.2) Information about tenders**

Number of tenders received: 4

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

#### **V.2.3) Name and address of the contractor**

Budget Paper Supplies Ltd

Peterborough

Country

United Kingdom

NUTS code

- UKH11 - Peterborough



The contractor is an SME

Yes

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

Total value of the contract/lot: £8,000,000

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

#### **Contract No**

001250

#### **Lot No**

9

#### **Title**

Premium Sketchbooks

A contract/lot is awarded: Yes

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

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

23 June 2025

##### **V.2.2) Information about tenders**

Number of tenders received: 2

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

##### **V.2.3) Name and address of the contractor**

William Sinclair & Sons (Stationers) Ltd

Otley

Country

United Kingdom

NUTS code

- UKE42 - Leeds

The contractor is an SME

Yes

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

Total value of the contract/lot: £8,000,000

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## **Section VI. Complementary information**

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

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

High Court of England and Wales

London

Country

United Kingdom