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Tender

## **Print Books & Standing Orders (APUC)**

APUC Limited

F02: Contract notice

Notice identifier: 2025/S 000-039129

Procurement identifier (OCID): ocds-h6vhtk-04dd10

Published 11 July 2025, 9:42am

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

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

APUC Limited

Unit 27, Stirling Business Centre, Wellgreen

Stirling

FK8 2DZ

#### **Email**

[lwatts@apuc-scot.ac.uk](mailto:lwatts@apuc-scot.ac.uk)

#### **Telephone**

+44 1314428950

#### **Country**

United Kingdom

#### **NUTS code**

UKM77 - Perth & Kinross and Stirling

**Internet address(es)**

Main address

<http://www.apuc-scot.ac.uk>

Buyer's address

[https://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA10402](https://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA10402)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

<https://www.publiccontractsscotland.gov.uk/>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://www.publiccontractsscotland.gov.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**

Print Books & Standing Orders (APUC)

Reference number

LIB1023 AP

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

- 22113000 - Library books

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

Supplies

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

The Authority is seeking to appoint Contractors to supply and deliver a wide range of English language, UK non-English language and International language academic content in print format.

The Authority is acting on behalf of the HE and FE institutions in Scotland, Members of the Scottish Confederation of University and Research Libraries (SCURL) which includes amongst its members, the National Library of Scotland, the National Museum of Scotland, the Royal Botanic Garden Edinburgh and Scotland Excel and its members.

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

Value excluding VAT: £4,500,000

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

This contract is divided into lots: Yes

Tenders may be submitted for maximum number of lots

2

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

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

English language and UK non-English language publications

Lot No

1

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

- 22110000 - Printed books
- 22113000 - Library books
- 22114000 - Dictionaries, maps, music books and other books
- 22114100 - Dictionaries
- 22114200 - Atlases
- 22114300 - Maps
- 22112000 - Textbooks

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

NUTS codes

- UKM - Scotland

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

For the appointment of up to 3 contractors for the supply and delivery of English language and UK non-English language academic content in print format.

This exercise is being undertaken on behalf of the HE/FE Institutions in Scotland and the members of Scottish Confederation of University and Research Libraries (SCURL), including the National Library of Scotland, National Museum of Scotland, the Royal Botanic Gardens Edinburgh.

Parties eligible to use the Framework Agreement are as listed in Appendix E — List of Institutions.

Members of APUC - <http://www.apuc-scot.ac.uk/>.

Members of Scottish Confederation of University and Research Libraries (SCURL) <https://www.scurl.ac.uk/members>.

Members of Scotland Excel - <http://www.scotland-excel.org.uk/>.

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

Quality criterion - Name: Technical / Weighting: 50

Price - Weighting: 50

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

Value excluding VAT: £4,300,000

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Start date

20 October 2025

End date

19 October 2027

This contract is subject to renewal

Yes

Description of renewals

The Framework Agreement will commence on the 20.10.2025 for an initial period of 2 years and will expire on the 19.10.2027.

The Authority reserves the right to extend the Framework Agreement for a further 2 x 12 month periods subject to satisfactory performance and continued requirements of the members of APUC and SCURL.

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

Variants will be accepted: No

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

Options: Yes

Description of options

The scope of the framework agreement will also cover alternative formats, including but not limited to CD, DVD/Blu Ray, Maps, Posters, Music Scores and Kits.

### **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**

International language publications

Lot No

2

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

- 22110000 - Printed books
- 22112000 - Textbooks
- 22113000 - Library books
- 22114000 - Dictionaries, maps, music books and other books
- 22114100 - Dictionaries
- 22114200 - Atlases
- 22114300 - Maps

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

NUTS codes

- UKM - Scotland

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

For the appointment of up to 6 contractors for the supply and delivery of International language academic content in print format.

This exercise is being undertaken on behalf of the HE/FE Institutions in Scotland and the members of Scottish Confederation of University and Research Libraries (SCURL), including the National Library of Scotland, National Museum of Scotland, the Royal Botanic Gardens Edinburgh.

Parties eligible to use the Framework Agreement are as listed in Appendix E — List of Institutions.

Members of APUC - <http://www.apuc-scot.ac.uk/>.

Members of Scottish Confederation of University and Research Libraries (SCURL) <https://www.scurl.ac.uk/members>.

Members of Scotland Excel - <http://www.scotland-excel.org.uk/>.

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

Quality criterion - Name: Technical / Weighting: 50

Price - Weighting: 50

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

Value excluding VAT: £200,000

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Start date

20 October 2025

End date

19 October 2027

This contract is subject to renewal

Yes

Description of renewals

The Framework Agreement will commence on the 20.10.2025 for an initial period of 2 years and will expire on the 19.10.2027.

The Authority reserves the right to extend the Framework Agreement for a further 2 x 12 month periods subject to satisfactory performance and continued requirements of the members of APUC and SCURL.

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

Variants will be accepted: No

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Options: Yes

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The scope of the framework agreement will also cover alternative formats, including but not limited to CD, DVD/Blu Ray, Maps, Posters, Music Scores and Kits.

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

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

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

List and brief description of selection criteria

List and brief description of selection criteria:

Please refer to the "Qualification Envelope" of the ITT within PCS-T to answer the selection criteria.

Tenderers must confirm they can provide the following supporting evidence prior to award:

Employer's (Compulsory) Liability Insurance\* = GBP 5 Million (Lot 1)

Product and Public Liability Insurance = GBP 5 Million (Lot 1)

Employer's (Compulsory) Liability Insurance\* = GBP 5 Million (Lot 2)

Product and Public Liability Insurance = GBP 2 Million (Lot 2)

Please refer to Part IV Selection Criteria: Questions within 4B.5 of the SPD

The successful tenderer will be required to provide 2 years audited accounts, or

equivalent if awarded to the Framework Agreement.

Please refer to Part IV Selection Criteria: Questions within 4B.6 of the SPD.

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

Minimum level(s) of standards possibly required

Tenderers must confirm they have (or have access to) the relevant supply chain management and tracking systems to ensure a resilient and sustainable supply chain. This includes confirmation that they have the systems in place to pay subcontractors through the supply chain promptly (i.e. no later than 30 days after the invoice (or similar claim) relating to the payment is presented) and effectively, and provide evidence when requested of:

- a) their standard payment terms
- b) ?95% of all supply chain invoices being paid on time (in accordance with the terms of contract) in the last financial year.

If the bidder is unable to confirm (b) they must provide an improvement plan, signed by their Director, which improves the payment performance.

## **III.2) Conditions related to the contract**

### **III.2.2) Contract performance conditions**

#### **SUBMISSION OF MANAGEMENT INFORMATION**

Prior to the commencement of the Framework Agreement, the Contractor will provide the Authority with contact details of the Management Information contact who will be provided with a template spreadsheet/reporting schedule along with a username and password for the management information website <http://www.ucsp.ac.uk/>.

Contractors must provide the information on a quarterly basis, within 10 working days following the start of each quarter by logging into the website and uploading the template document. If there has been no spend for the quarter then this will still require you to log in and record a nil spend return.

Following the beginning of each new academic year the Authority will provide the Contractor with a new template along with the reporting schedule.

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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 several operators

Envisaged maximum number of participants to the framework agreement: 9

#### **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 000-004273](#)

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

14 August 2025

Local time

12:00pm

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

English

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

Date

14 August 2025

Local time

12:00pm

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## **Section VI. Complementary information**

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

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: February 2029

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

### **VI.3) Additional information**

Economic operators may be excluded from this competition if they are in any of the situations referred to in regulation 58 of the Public Contracts (Scotland) Regulations 2015.

Tenderers must confirm they will be in a position to complete (prior to award) the following:

Appendix A Form of Tender

Appendix B Freedom of Information

Appendix D APUC Sustain Supply Chain Code of Conduct

Appendix G General Data Protection Regulation (GDPR)

Appendix H Declaration of Non-involvement in Serious Organised Crime

These documents are a requirement of this tender and will be included in the contractual terms.

Tenderers must complete and submit the following Appendices at the point of tender

submission

Appendix J Library Management Systems & Read List Systems

Appendix K For Lot 2 Languages (will not be scored)

List Of Institutions

Appendix E - List of Institutions to confirm their ability to service the required coverage levels.

Prompt Payment

Tenderers must confirm that payment of subcontractors at all stages of the supply chain will be made within a max of 30 days and that this will be managed. It is for information only and will not be scored but is a requirement of this tender and will be included in the contractual terms.

SCM Responsible Procurement Supply Chain Evaluation Tool: Section 1

SCM RP is the Authority's designated tool for contracted suppliers to keep up-to-date essential information on their company, which allows the Authority to get an insight into their company's general standing, commitment to preventing modern slavery and addressing climate change, as well as their pledge to fair and decent working practices for their staff. Tenderers must confirm that they will commit to completing SCM RP Section 1 on award. It is for information only and will not be scored but is a requirement of this tender and will be included in the contractual terms.

Living Wage Status

Please provide details on your position on the Real Living Wage. This information should be submitted in the Technical envelope in PSC-T. It is for information only and will not be scored.

The Contracting Authority does not intend to include a sub-contract clause as part of community benefits (as per Section 25 of the Procurement Reform (Scotland) Act 2014) in this contract for the following reason:

The required service will be provided the Contractor.

Community benefits are included in this requirement. For more information see: ITT

The buyer is using PCS-Tender to conduct this ITT exercise. The Project code is 29504. For more information see:

<http://www.publiccontractsscotland.gov.uk/info/InfoCentre.aspx?ID=2343>

The Contracting Authority does not intend to include a sub-contract clause as part of community benefits (as per Section 25 of the Procurement Reform (Scotland) Act 2014) in this contract for the following reason:

The required service will be provided the appointed Contractor(s)

Community benefits are included in this requirement. For more information see: <https://www.gov.scot/policies/public-sector-procurement/community-benefits-in-procurement/>

A summary of the expected community benefits has been provided as follows:

A summary of the expected community benefits has been provided as follows:

Book schemes, donation of books to local charities, opportunities for internships, mentoring, summer placements or apprenticeships for students.

(SC Ref:801976)

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

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

Stirling Sheriff Court

Sheriff Court House, Viewfield Place

Stirling

FK8 1NH

Email

[enquiries@scotcourts.gov.uk](mailto:enquiries@scotcourts.gov.uk)

Country

United Kingdom