

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/061455-2025>

Tender

## Supply of Whiteboards and Whiteboard Markers

Yorkshire Purchasing Organisation

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-061455

Procurement identifier (OCID): ocds-h6vhtk-05110b ([view related notices](#))

Published 1 October 2025, 4:06pm

### Changes to notice

This notice has been edited. The [previous version](#) is still available.

YPO would like to inform all suppliers that the submission date for this tender has now been extended from 02/10/2025 at 14:00pm to 03/10/2025 at 14:00pm.

### Scope

### Reference

001292

## Description

YPO are looking for Suppliers to be appointed onto a Framework Agreement following a Competitive Tendering Procedure for the supply of Dry Wipe Boards and Whiteboard Markers for use primarily in the education market and local authority sectors. This Framework is designed to meet the needs of YPO by establishing an agreement for Suppliers to deliver stock into YPO's distribution centre in Wakefield, West Yorkshire.

## Commercial tool

Establishes a framework

## Total value (estimated)

- £20,200,000 excluding VAT
- £24,240,000 including VAT

Above the relevant threshold

## Contract dates (estimated)

- 1 January 2026 to 31 December 2028
- Possible extension to 31 December 2030
- 5 years

Description of possible extension:

The Framework Agreement will cover the period from 1st January 2026 to 31st December 2028 with two options to extend for an additional 12 months. The first decision to extend the Framework period will be taken by the end of October 2028 and will be dependent on satisfactory completion of all aspects of the Framework Agreement to date, the current market conditions for this category and YPO's contracting structures

## **Options**

The right to additional purchases while the contract is valid.

Any resulting Contract shall be deemed to cover any item that can be supplied by the successful Tenderer(s) over the life of the Contract within the scope of the lot awarded.

## **Main procurement category**

Goods

## **CPV classifications**

- 30192000 - Office supplies
- 30195900 - Whiteboards and magnetic boards
- 30195910 - Whiteboards
- 30195911 - Whiteboard accessories
- 30195920 - Magnetic boards
- 39162000 - Educational equipment

## **Contract locations**

- UKE45 - Wakefield
-

## **Lot 1. YPO Branded Whiteboard Markers and Pens**

### **Description**

This lot is for YPO Branded Whiteboard Markers and Pens

### **Lot value (estimated)**

- £20,200,000 excluding VAT
- £24,240,000 including VAT

Framework lot values may be shared with other lots

### **Same for all lots**

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

---

## **Lot 2. YPO Refillable Whiteboard Markers and Pens**

### **Description**

This lot is for YPO Refillable Whiteboard Markers and  
Pens

### **Lot value (estimated)**

- £20,200,000 excluding VAT
- £24,240,000 including VAT

Framework lot values may be shared with other lots

### **Same for all lots**

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

---

## **Lot 3. Premium Quality Refillable Whiteboard Markers and Pens**

### **Description**

This lot is for Premium Quality Refillable Whiteboard Markers and Pens

### **Lot value (estimated)**

- £20,200,000 excluding VAT
- £24,240,000 including VAT

Framework lot values may be shared with other lots

### **Same for all lots**

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

---

## **Lot 4. Premium Quality Whiteboard Markers and Pens - Range 1**

### **Description**

This lot is for Premium Quality Whiteboard Markers and

Pens - Range 1

**Lot value (estimated)**

- £20,200,000 excluding VAT
- £24,240,000 including VAT

Framework lot values may be shared with other lots

**Same for all lots**

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

---

**Lot 5. Premium Quality Whiteboard Markers and Pens - Range 2**

**Description**

This lot is for Premium Quality Whiteboard Markers and

Pens - Range 2

**Lot value (estimated)**

- £20,200,000 excluding VAT
- £24,240,000 including VAT

Framework lot values may be shared with other lots

**Same for all lots**

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

---

## **Lot 6. Premium Quality Whiteboard Markers and Pens - Range 3**

### **Description**

This lot is for Premium Quality Whiteboard Markers and  
Pens - Range 3

### **Lot value (estimated)**

- £20,200,000 excluding VAT
- £24,240,000 including VAT

Framework lot values may be shared with other lots

### **Same for all lots**

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

---

## **Lot 7. Framed Dry Wipeboards**

### **Description**

This lot is for Framed Dry Wipeboards

### **Lot value (estimated)**

- £20,200,000 excluding VAT
- £24,240,000 including VAT

Framework lot values may be shared with other lots

### **Same for all lots**

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

---

## **Lot 8. Flexible Dry Wipeboards**

### **Description**

This lot is for Flexible Dry Wipeboards

### **Lot value (estimated)**

- £20,200,000 excluding VAT
- £24,240,000 including VAT

Framework lot values may be shared with other lots

### **Same for all lots**

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

---



## **Lot 9. Non Flexible Dry Wipeboards**

### **Description**

This lot is for Non Flexible Dry Wipeboards

### **Lot value (estimated)**

- £20,200,000 excluding VAT
- £24,200,000 including VAT

Framework lot values may be shared with other lots

### **Same for all lots**

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

---

## **Lot 10. Dry Wipeboards and Pens Classpacks**

### **Description**

This lot is for Dry Wipeboards and Pens Classpacks

### **Lot value (estimated)**

- £20,200,000 excluding VAT
- £24,240,000 including VAT

Framework lot values may be shared with other lots

## **Same for all lots**

CPV classifications, contract locations, contract dates and options are shown in the Scope section, because they are the same for all lots.

---

## **Framework**

### **Maximum number of suppliers**

Unlimited

### **Maximum percentage fee charged to suppliers**

4%

### **Further information about fees**

3% Marketing Contribution Rebate (all lots)

1% Retrospective Rebate (lots 7 to 10 only)

## **Framework operation description**

This Framework is designed to meet the needs of YPO by establishing an agreement for Suppliers to deliver stock into YPO's distribution centre in Wakefield, West Yorkshire.

For the purposes of this Framework Agreement YPO has classified the Call-off route as an Award Without Competition

The mechanism for Supplier selection for an Award Without Competition will be as

follows:

- Mechanism for Lots with only one supplier will be based on awarding without competition to the sole provider within that Lot.
- Mechanism for Lots with multiple suppliers will be based on YPO stock turnover and the number of products currently in stock within YPO's distribution centre.

For an Award Without Competition, a mechanism for determining price payable will be as follows:

- o Tenders Response to the Pricing Schedule
- o The Supplier Price List which will showcase additional products which the Supplier can provide under the scope of the Lot bid for to be available to buy using an Award without Competition mechanism.

## **Award method when using the framework**

Without competition

## **Contracting authorities that may use the framework**

Establishing party only

---

## **Participation**

### **Legal and financial capacity conditions of participation**

**Lot 1. YPO Branded Whiteboard Markers and Pens**

**Lot 2. YPO Refillable Whiteboard Markers and Pens**

**Lot 3. Premium Quality Refillable Whiteboard Markers and Pens**

**Lot 4. Premium Quality Whiteboard Markers and Pens - Range 1**

**Lot 5. Premium Quality Whiteboard Markers and Pens - Range 2**

**Lot 6. Premium Quality Whiteboard Markers and Pens - Range 3**

**Lot 7. Framed Dry Wipeboards**

**Lot 8. Flexible Dry Wipeboards**

**Lot 9. Non Flexible Dry Wipeboards**

**Lot 10. Dry Wipeboards and Pens Classpacks**

Please refer to procurement documents

### **Technical ability conditions of participation**

**Lot 1. YPO Branded Whiteboard Markers and Pens**

**Lot 2. YPO Refillable Whiteboard Markers and Pens**

**Lot 3. Premium Quality Refillable Whiteboard Markers and Pens**

**Lot 4. Premium Quality Whiteboard Markers and Pens - Range 1**

**Lot 5. Premium Quality Whiteboard Markers and Pens - Range 2**

**Lot 6. Premium Quality Whiteboard Markers and Pens - Range 3**

**Lot 7. Framed Dry Wipeboards**

**Lot 8. Flexible Dry Wipeboards**

**Lot 9. Non Flexible Dry Wipeboards**

**Lot 10. Dry Wipeboards and Pens Classpacks**

Please refer to procurement documents

### **Particular suitability**

**Lot 1. YPO Branded Whiteboard Markers and Pens**

**Lot 2. YPO Refillable Whiteboard Markers and Pens**

**Lot 3. Premium Quality Refillable Whiteboard Markers and Pens**

**Lot 4. Premium Quality Whiteboard Markers and Pens - Range 1**

**Lot 5. Premium Quality Whiteboard Markers and Pens - Range 2**

**Lot 6. Premium Quality Whiteboard Markers and Pens - Range 3**

**Lot 7. Framed Dry Wipeboards**

**Lot 8. Flexible Dry Wipeboards**

**Lot 9. Non Flexible Dry Wipeboards**

**Lot 10. Dry Wipeboards and Pens Classpacks**

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

---

## **Submission**

### **Enquiry deadline**

19 September 2025, 2:00pm

### **Tender submission deadline**

3 October 2025, 2:00pm

### **Submission address and any special instructions**

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

### **Tenders may be submitted electronically**

Yes

## Languages that may be used for submission

English

## Award decision date (estimated)

28 November 2025

## Recurring procurement

Publication date of next tender notice (estimated): 1 January 2029

---

## Award criteria

### Lot 1. YPO Branded Whiteboard Markers and Pens

Name	Description	Type	Weighting
Quality	Samples will be assessed as explained on Appendix 2 - Samples Evaluation Methodology. The separate award criteria questions will be evaluated 1-10. Quality evaluation will be worth 80%, award criteria question 20% and then product shelf life and cap off time questions where better quality performance is scored higher.	Quality	30%
Social Value and Sustainability	Three questions, one question at 50% and the further two questions at 25% each.	Quality	25%

---

<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
Price	Cost will be evaluated by pricing (CIPFA). Further questions for fixed pricing and competitive pricing. Price will be scored 50% and the other two competitive pricing questions will be scored 25% each.	Price	25%
Delivery and Customer Service	Two questions scored 50% each for this element.	Quality	20%

## **Lot 2. YPO Refillable Whiteboard Markers and Pens**

<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
Quality	Samples will be assessed as explained on Appendix 2 - Samples Evaluation Methodology. The separate award criteria questions will be evaluated 1-10. Quality evaluation will be worth 80%, award criteria question 20% and then product shelf life and cap off time questions where better quality performance is scored higher.	Quality	30%
Price	Cost will be evaluated by pricing (CIPFA). Further questions for fixed pricing and competitive pricing. Price will be scored 50% and the other two competitive pricing questions will be scored 25% each.	Price	25%

<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
Social Value and Sustainability	Three questions, one question at 50% and the further two questions at 25% each.	Quality	25%
Delivery and Customer Service	Two questions scored 50% each for this element.	Quality	20%

### **Lot 3. Premium Quality Refillable Whiteboard Markers and Pens**

### **Lot 5. Premium Quality Whiteboard Markers and Pens - Range 2**

### **Lot 6. Premium Quality Whiteboard Markers and Pens - Range 3**

<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
Quality	Samples will be assessed as explained on Appendix 2 - Samples Evaluation Methodology. The separate award criteria questions will be evaluated 1-10. The separate award criteria questions will be evaluated 1-10. Quality evaluation will be worth 70% and two award criteria questions 15%.	Quality	35%
Price	Cost will be evaluated by pricing (CIPFA). Further questions for fixed pricing and competitive pricing as well as rebate. Price will be scored 60%, rebate and fixed pricing will be worth 15% each and competitive pricing will be worth 10%.	Price	25%
Delivery and Customer Service	Two questions scored 50% each for this element	Quality	20%



Name	Description	Type	Weighting
Social Value and Sustainability	Three questions, one question at 50% and the further two questions at 25% each.	Quality	20%

#### **Lot 4. Premium Quality Whiteboard Markers and Pens - Range 1**

Name	Description	Type	Weighting
Quality	Samples will be assessed as explained on Appendix 2 - Samples Evaluation Methodology. The separate award criteria questions will be evaluated 1-10. The separate award criteria questions will be evaluated 1-10. Quality evaluation will be worth 70% and two award criteria questions 15%.	Quality	35%
Price	Cost will be evaluated by pricing (CIPFA). Further questions for fixed pricing and competitive pricing as well as rebate. Price will be scored 60%, rebate and fixed pricing will be worth 15% each and competitive pricing will be worth 10%.	Price	25%
Delivery and Customer Service	Two questions scored 50% each for this element	Quality	20%
Social Value and Sustainability	Three questions, one question at 50% and the further two questions at 25% each	Quality	20%

#### **Lot 7. Framed Dry Wipeboards**

#### **Lot 8. Flexible Dry Wipeboards**

<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
Price	Cost will be evaluated by pricing (CIPFA). Further question for fixed pricing. Price will be scored 70%, rebate and fixed pricing will be worth 30%	Price	50%
Quality	Samples will be assed as explained on Appendix 2 - Samples Evaluation Methodology. The separate award criteria questions will be evaluated. Quality questions to be broken down by 70% ghosting, 15% continuous improvement, 15% on packaging reduction.	Quality	20%
Social Value and Sustainability	Two questions for this element regarding responsible procurement at 30%, and Modern Slavery at 70%.	Quality	20%
Delivery and Customer Service	One question worth 100% regarding lead times and stock holding / product availability	Quality	10%

## **Lot 9. Non Flexible Dry Wipeboards**

## **Lot 10. Dry Wipeboards and Pens Classpacks**

<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
Price	Cost will be evaluated by pricing (CIPFA). Further question for fixed pricing. Price will be scored 70%, rebate and fixed pricing will be worth 30%	Price	50%

<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
Quality	Samples will be assessed as explained on Appendix 2 - Samples Evaluation Methodology. The separate award criteria questions will be evaluated. Quality questions to be broken down by 70% ghosting, 15% continuous improvement, 15% on packaging reduction.	Quality	20%
Social Value and Sustainability	Two questions for this element regarding responsible procurement at 30%, and Modern Slavery at 70%.	Quality	20%
Delivery and Customer Service	One question worth 100% regarding lead times and stock holding / product availability	Quality	10%

## Other information

### Description of risks to contract performance

Product discontinuation

Supply chain

Currency fluctuations

Change in customer buying patterns

Price increases due to market fluctuations

## **Conflicts assessment prepared/revised**

Yes

---

## **Procedure**

### **Procedure type**

Open procedure

---

## **Documents**

### **Associated tender documents**

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

Associated documents can be found at <https://procontract.due-north.com/register?ReadForm>

---

## **Contracting authority**

### **Yorkshire Purchasing Organisation**

- Public Procurement Organisation Number: PMRV-4748-MNJV

41 Industrial Park

Wakefield

WF2 0XE

United Kingdom

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

Region: UKE45 - Wakefield

Organisation type: Public authority - sub-central government