

**From:** [Foi Enquiries](#)  
**To:** [REDACTED]  
**Subject:** FOI-17-1481 - Printing and Distribution  
**Date:** 22 November 2017 13:03:00  
**Attachments:** [FOI-17-1481 - Framework Agreement.pdf](#)  
[Further Information - Right to Review & Appeal.pdf](#)

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Dear [REDACTED]

Please accept our sincerest apologies for the delay in responding to your information request of 13 October 2017. Aberdeen City Council (ACC) has completed the necessary search for the information requested.

**I would be most grateful if you would provide me, under the Freedom of Information Act, details in respect of the following framework agreement(s)/contract(s):**

Please refer to the following information which relates to the Managed Print Services and Bulk Print and Mailing Services contract award:

- **Suppliers who applied for inclusion on each framework/contract below and were successful & not successful at the PQQ & ITT stages.**

ITT Responses:

Xerox UK Ltd (successful)  
Ricoh UK Ltd (unsuccessful)  
Jasmine Ltd (unsuccessful)  
Canon UK Ltd (unsuccessful)

PQQ additional responses:

Xeretec  
The stationery Office

- **Contract values of each framework/contract (& any sub lots), year to date**  
Managed print Services and Bulk Print and Mailing Services £10 million.

- **Start date & duration of framework**  
1st April 2016. 6 years with 2 x 1 year extensions.

- **Is there an extension clause in the framework(s)/contract(s) and, if so, the duration of the extension?**  
2 x 1 year extensions.

- **Has a decision been made yet on whether the framework(s)/contract(s) are being either extended or renewed?**  
No.

We hope this helps with your request.

Yours sincerely,

Anna Buchan  
Information Compliance Officer

### **INFORMATION ABOUT THE HANDLING OF YOUR REQUEST**

ACC handled your request for information in accordance with the provisions of the Freedom of Information (Scotland) Act 2002. Please refer to the attached PDF for more information about your rights under FOISA.

Information Compliance Team  
Customer Service  
Corporate Governance  
Aberdeen City Council  
3rd Floor North  
Business Hub 17  
Marischal College  
Broad Street  
ABERDEEN AB10 1AQ

[foienquiries@aberdeencity.gov.uk](mailto:foienquiries@aberdeencity.gov.uk)

Tel 03000 200 292

\*03000 numbers are free to call if you have 'free minutes' included in your mobile call plan.  
Calls from BT landlines will be charged at the local call rate of 10.24p per minute (the same as 01224s).

[www.aberdeencity.gov.uk](http://www.aberdeencity.gov.uk)

**Framework Agreement Contract**

**United Kingdom-Aberdeen: Printing and distribution services**

**Date of Contract**

**Date Published: 27<sup>th</sup> August 2013**

27/08/2013 S165 -- Services -- Contract notice -- Open procedure

United Kingdom-Aberdeen: Printing and distribution **services**

2013/S 165-287385

Contract notice

**Services**

Directive 2004/18/EC

**Section I: Contracting authority**

**I.1) Name, addresses and contact point(s)**

Aberdeen City Council

Town House, Broad Street

Contact point(s): Head of Legal and Democratic **Services**

AB10 1AQ Aberdeen

United Kingdom

Telephone: +44 1224665650

Fax: +44 1224665656

**Internet address(es):**

General address of the contracting authority: <http://www.aberdeencity.gov.uk>

Address of the buyer profile:

[http://www.publiccontractsscotland.gov.uk/search/Search\\_AuthProfile.aspx?ID=AA00231](http://www.publiccontractsscotland.gov.uk/search/Search_AuthProfile.aspx?ID=AA00231)

**Further information can be obtained from:** Aberdeen City Council

3rd Floor, Old Town House, Broad Street

Contact point(s): Elections Unit

For the attention of: [REDACTED]

AB10 1FY Aberdeen

United Kingdom

Telephone: +44 1224522713

Internet address: <http://www.aberdeencity.gov.uk>

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from:** Aberdeen City Council

Woodhill House, Westburn Road

Contact point(s): CPU

For the attention of: [REDACTED]

AB16 5GB Aberdeen

United Kingdom

Telephone: +44 1224665650

Fax: +44 1224665656

Internet address: <http://www.aberdeencity.gov.uk>

**Tenders or requests to participate must be sent to:** Aberdeen City Council

Woodhill House, Westburn Road

Contact point(s): Head of Legal and Democratic **Services**

AB16 5GB Aberdeen

United Kingdom

Telephone: +44 1224665650

Fax: +44 1224665656

Internet address: <http://www.aberdeencity.gov.uk>

**I.2)Type of the contracting authority**

Regional or local authority

**I.3)Main activity**

General public **services**

**I.4)Contract award on behalf of other contracting authorities**

The contracting authority is purchasing on behalf of other contracting authorities:

yes

Aberdeen City Council

Aberdeenshire Council

**Section II: Object of the contract**

**II.1)Description**

**II.1.1)Title attributed to the contract by the contracting authority:**

Provision of Electoral **Service**s for the Returning Officer

**II.1.2)Type of contract and location of works, place of delivery or of performance**

**Services**

**Service** category No 27: Other **services**

Main site or location of works, place of delivery or of performance: Aberdeen City and Aberdeenshire

NUTS code UKM50

**II.1.3)Information about a public contract, a framework agreement or a dynamic purchasing system (DPS)**

The notice involves the establishment of a framework agreement

**II.1.4)Information on framework agreement**

Framework agreement with several operators

maximum number of participants to the framework agreement envisaged: 16

**Duration of the framework agreement**

Duration in years: 4

**Estimated total value of purchases for the entire duration of the framework agreement**

Estimated value excluding VAT:

Range: between 350 000 and 640 000 GBP

**II.1.5)Short description of the contract or purchase(s)**

The scope of the Tender is divided into separate Lots for each **Service** requirement. It is anticipated that Aberdeenshire Council will only require **Services** from Lot 1,

whereas Aberdeen City Council may require **Services** from all Lots.

The Lots are as follows:

Lot 1 – Printing and Issuing Poll Cards

Printing and Issuing Postal Voting Packs

Printing of Ordinary and Tendered Ballot Papers

Lot 2a – Absent Voter Personal Identifier Verification System

Lot 2b – Postal Vote **Management Service**

Lot 3 – Electronic Voting Solution(s)

Lot 4 – Electronic Counting System

NOTE: To register your interest in this notice and obtain any additional information please visit the Public Contracts Scotland Web Site at

[http://www.publiccontractsscotland.gov.uk/Search/Search\\_Switch.aspx?ID=275079](http://www.publiccontractsscotland.gov.uk/Search/Search_Switch.aspx?ID=275079)