

Scotland Excel

To: Executive Sub-Committee

On: Friday 22 April 2022

**Report by:
Chief Executive of Scotland Excel**

Tender: Supply and Delivery of Library Books and Textbooks

Schedule: 09/21

Period: 1 August 2022 until 31 July 2025 with an option to extend for up to 12 months until 31 July 2026

1. Introduction and Background

This recommendation is for the award of the third-generation renewal framework for the Supply and Delivery of Library Books and Textbooks.

This proposed renewal framework was advertised for the period from 1 August 2022 until 31 July 2025 with the option to extend for up to 12 months until 31 July 2026.

This framework will provide councils with a mechanism to procure a range of library books including but not limited to adult and children fiction and non-fiction books, reference books, foreign language books, audio books and large print books. Councils will also be able to procure a wide range of educational textbooks from various publishers. Users of the framework are likely to include public libraries, schools, nurseries and community centres.

2. Scope, Participation and Spend

As part of the strategy development, the User Intelligence Group (UIG) endorsed the inclusion of nineteen lots as summarised in Table 1.

Table 1: Lotting Structure

Lot No.	Description	Estimated % spend through lot
1	Adult Fiction and Non Fiction	22%
2	Childrens Fiction and Non Fiction	21%
3	Reference and Foreign Language Books	10%
4	General Books	20%
5	AudioBooks	2%
6	Large Print Books	5%
7 - 19	Educational Textbooks	20%

This lotting structure recognises the current landscape of the marketplace and is designed to align with council requirements, as well as maximising opportunities for Small and Medium Enterprises (SMEs).

The framework was advertised to enable access by all councils in Scotland. As detailed in Appendix 1. All 32 councils, the Advanced Procurement for Universities and Colleges (APUC) and National Health Service Scotland (NHSS) have confirmed their intention to participate in this framework.

The forecast annual spend for participating councils and associate members, with contingency, is £14 million per annum. This equates to an estimated spend of £56 million over the maximum 4-year term of the framework.

3. Procurement Process

A Prior Information Notice (PIN) was released on the Public Contracts Scotland portal on the 16th of July 2021 to inform the marketplace of Scotland Excel's intention to tender an opportunity for the supply and delivery of Library Books and Textbooks. Prospective bidders were given the opportunity participate in a preliminary market consultation exercise in accordance with Regulation 41 of the Public Contracts (Scotland) Regulations 2015. This involved engagement in meetings and provision to Scotland Excel of information in relation to, but not limited to; market intelligence, market trends, sustainability initiatives and community benefits to help inform the strategy. Subsequently, 30 organisations noted interest in the market consultation meetings. The meetings concluded on the 7th of August. Six online meetings with different companies were held.

A User Intelligence Group (UIG) consisting of representatives from participating councils endorsed the procurement strategy (September 2021). In addition, a working group consisting of technical and procurement representatives was formed to review technical specifications and participate in the evaluation of offers submitted.

Scotland Excel has taken cognisance of the current situation and impact during the tender exercise of the Coronavirus pandemic. Balancing the current situation with the need to provide a route to market for councils seeking the continuation

of supply for Library Books and Textbooks in order to meet their statutory functions, and considering those council projects that may require to be undertaken in the future, Scotland Excel determined it was appropriate to undertake this renewal tender exercise and to recommend the establishment of this framework.

The Contract Notice was published via the Find A Tender and Public Contracts Scotland (PCS) portal on 24 February 2022, with the tender documentation being immediately available via the Public Contracts Scotland Tender (PCS-T) system.

As such, the tender exercise commenced after the UK withdrawal from the European Union and was conducted and concluded in accordance with the law and procedures currently in force.

The procurement process followed the open tender process to ensure maximum competition and the inclusion for all potential suppliers to service the framework. All bidders were examined against advertised selection criteria, using the Single Procurement Document (SPD), and award criteria, concurrently. The award criteria included technical and commercial sections that were evaluated against the following criteria and weightings:

Technical: 25%
Commercial: 75%

Within the technical section, bidders were required to evidence their knowledge and experience by responding to method statements which covered areas including Supply Chain, Added Value and Innovation, Service Delivery and Contract Management, Fair Work First, Sustainability, Library Staff Training and Processes and Relationships. Bidders were also assessed in terms of their ability to provide Community Benefits. These are detailed below within Table 2.

Table 2: Technical Section Weighting

Question	Description	Lot 1 – 6 Weighting	Lot 7 – 19 Weighting
1	Supply Chain, Added Value and Innovation	5	5
2	Service Delivery and Contract Management	4	4
3	Fair Work First	4	4
4	Sustainability	6	6
5	Community Benefits	3	3
6	Library Staff Training	3	-
7	Processes and Relationships	-	3
Total Score		25	25

Within the commercial section, bidders were invited to offer on a lot by lot basis for the lots set out in Table 1.

Commercial evaluations were undertaken on the basis of the percentage discount tenderers offered from the Recommended Retail Price (“RRP”).

4. Report on Offers Received

The tender document was downloaded by 20 organisations, with 15 tender responses received by the specified closing date and time. A summary of all offers received is provided in Appendix 2.

Based on the criteria and scoring methodology set out in the tender document, a full evaluation of the compliant offers received was completed. Appendix 3 confirms the scoring achieved by each bidder.

5. Recommendations

Based on the evaluation undertaken, and in line with the advertised criteria and weightings summarised above, it is recommended that a multi-supplier framework arrangement is awarded to 15 suppliers across nineteen lots as outlined in Appendix 3.

The 15 recommended suppliers offer best value and represent a mix of small, medium and large organisations.

The range of suppliers recommended provides coverage for all awarding framework lots and competitive options for all participating councils as well as offering a degree of choice and capacity.

6. Benefits

Savings

Scotland Excel has conducted a benchmarking exercise comparing current prices paid with the prices submitted against the new framework. The result of this benchmarking is listed in Appendix 1. The projected average saving across all councils is 0.12%, which equates to an estimated total saving of approximately £16k per annum.

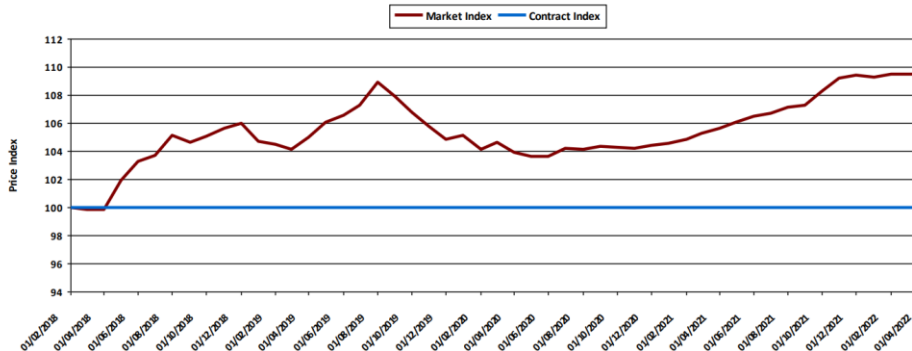
It should also be noted that the current framework contract is currently operating 9.5% under market conditions as detailed in the below indexation report. This saving is in addition to the conducted benchmarking exercise and is a result of tight contract management procedures.

Indexation Report - Library Books & Textbooks



Schedule No: 0617
 Contract Title: Supply & Delivery Of Library Books & Textbooks
 Contract Manager: Ewen Macluskie
 Start Date: 01/02/2018

Index	Type	Index Weighting (%)
Index Mundi - Wood Pulp	Standard	45
Consumer Price Index	Standard	45
Road Fuel - Diesel	Standard	10



Rebate

A rebate of 0.25% payable to Scotland Excel and 1.75% payable to councils will be applied to framework spend above £400,000 (excluding the initial £400,000) and will be calculated based upon total framework spend with the supplier reported through management information returns.

This streamlined rebate mechanism will provide a committed, greater financial return for our members than previous framework generations.

Price Stability

The framework applies twenty-four-month fixed pricing for all lots. Thereafter, all requests for price increases will be evaluated according to the Terms and Conditions of the framework and require to be supported by documentary evidence.

Sustainable Procurement Benefits

Within the technical section of the tender, an environmental practices and sustainability method statement assessed suppliers in relation to their corporate approach to environmental practices sustainability and how they manage the reduction of unnecessary waste, ensure recycling and reuse of packaging is carried out where possible, intend to reduce the use of single use plastics (SUP's) and identify alternatives to these products. A range of sustainable measures were outlined by suppliers including:

- A 'zero waste to landfill' status.
- Reducing SUP's and moving to biodegradable packaging products where possible.

- Print-On-Demand processes for both Physical Audio and Large Print Books ensuring wastage through redundant stock is completely eradicated.

Community Benefits

Scotland Excel is committed to maximising community benefit delivery for our members and local communities. Bidders were asked to confirm whether they were willing to comply with our community benefits approach for the lifetime of the framework. This approach is designed to deliver local community benefits based on individual member spend thresholds and 13 of the 15 recommended suppliers have confirmed their acceptance.

The community benefits approach focused on supporting the Scottish Government's National Performance Framework, and the benefits delivered should support, but are not limited to, the following indicators:

- Improve the skill profile of the population
- Improve levels of educational attainment
- Increase the proportion of young people in learning, training or work
- Improve people's perception of the quality of public services
- Reduce children's deprivation
- Increase cultural engagement

Suppliers have agreed to report ongoing delivery of community benefits to Scotland Excel on a six-monthly basis.

Delivery of commitments made will be monitored throughout the lifetime of the framework.

Fair Work Practices including the Real Living Wage

Scotland Excel and its members are committed to the delivery of high-quality public services and recognise that this is dependent on a workforce that is well-rewarded, well-motivated, well-led, has access to appropriate opportunities for training and skills development, are diverse and is engaged in decision making. Within the technical section of the tender, bidders were assessed on their approach to fair work practices and payment of the Real Living Wage to their workforce. Of the 15 recommended bidders, 11 pay the Real Living Wage, as detailed in Appendix 4 - List of Recommended Suppliers with Living Wage Status.

Scotland Excel will continue to monitor Fair Work Practices including further uptake by suppliers committing to paying staff the Real Living Wage, through contract and supplier management activity.

7. Contract Mobilisation and Management

As part of the mobilisation process, all suppliers will be offered a contract mobilisation meeting to outline the operation of the framework, including roles and responsibilities, management information and community benefit commitments. Both suppliers and participating members will be issued with a mobilisation pack containing all required details to utilise the framework.

The framework has been established using a % discount off publishers' price to ensure councils have access to the required variety and scope of content.

In accordance with Scotland Excel's established contract and supplier management programme, in terms of risk and spend as detailed in Appendix 5, this framework is classified as class D. As such, it will require annual supplier meetings and surveys, and annual user group reviews as appropriate. During the current market conditions Scotland Excel will continue to engage with suppliers on a regular basis to manage the response to the pandemic and ensure continuity of this essential service delivery for our members.

Meetings and engagement undertaken with suppliers will adhere to all applicable health and safety guidelines.

8. Summary

This third-generation framework for the Supply and Delivery of Library Books and Textbooks continues to maximise collaboration, promote added value and deliver best value. A range of benefits can be reported in relation to savings, price stability, sustainability and community benefits.

The Executive Sub Committee is requested to approve the recommendation to award this framework agreement as detailed in Appendix 3 (Scoring and Recommendations).

Appendix 1 – Participation, Spend and Savings Summary

Supply and Delivery of Library Books and Textbooks 0921

Member Name	Participation in Contract	Participation Entry Date	Estimated Annual Spend (£)	Source of Spend Data	Indexation (%)	% Estimated Forecast Savings	Estimated Annual Savings (£)	Basis of Savings Calculation
Aberdeen City Council	Yes	01 August 2022	£429,720	Suppliers MI	9.5%	0.12%	£516	Benchmarked Current Framework
Aberdeenshire Council	Yes	01 August 2022	£515,573	Suppliers MI	9.5%	0.12%	£619	Benchmarked Current Framework
Angus Council	Yes	01 August 2022	£224,053	Suppliers MI	9.5%	0.12%	£269	Benchmarked Current Framework
Argyll & Bute Council	Yes	01 August 2022	£155,668	Council Provided	9.5%	0.12%	£187	Benchmarked Current Framework
City of Edinburgh Council	Yes	01 August 2022	£1,042,920	Council Provided	9.5%	0.12%	£1,252	Benchmarked Current Framework
Clackmannanshire Council	Yes	01 August 2022	£183,179	Suppliers MI	9.5%	0.12%	£220	Benchmarked Current Framework
Comhairle nan Eilean Siar	Yes	01 August 2022	£46,450	Suppliers MI	9.5%	0.12%	£56	Benchmarked Current Framework
Dumfries & Galloway Council	Yes	01 August 2022	£290,660	Suppliers MI	9.5%	0.12%	£349	Benchmarked Current Framework
Dundee City Council	Yes	01 August 2022	£339,088	Suppliers MI	9.5%	0.12%	£407	Benchmarked Current Framework
East Ayrshire Council	Yes	01 August 2022	£134,275	Suppliers MI	9.5%	0.12%	£161	Benchmarked Current Framework
East Dunbartonshire Council	Yes	01 August 2022	£264,402	Suppliers MI	9.5%	0.12%	£317	Benchmarked Current Framework
East Lothian Council	Yes	01 August 2022	£218,044	Council Provided	9.5%	0.12%	£262	Benchmarked Current Framework
East Renfrewshire Council	Yes	01 August 2022	£254,137	Suppliers MI	9.5%	0.12%	£305	Benchmarked Current Framework
Falkirk Council	Yes	01 August 2022	£472,330	Suppliers MI	9.5%	0.12%	£567	Benchmarked Current Framework
Fife Council	Yes	01 August 2022	£483,244	Council Provided	9.5%	0.12%	£580	Benchmarked Current Framework
Glasgow City Council	Yes	01 August 2022	£1,087,726	Suppliers MI	9.5%	0.12%	£1,305	Benchmarked Current Framework
Highland Council	Yes	01 August 2022	£240,758	Suppliers MI	9.5%	0.12%	£289	Benchmarked Current Framework
Inverclyde Council	Yes	01 August 2022	£106,461	Council Provided	9.5%	0.12%	£128	Benchmarked Current Framework
Midlothian Council	Yes	01 August 2022	£158,815	Suppliers MI	9.5%	0.12%	£191	Benchmarked Current Framework
Moray Council	Yes	01 August 2022	£192,979	Suppliers MI	9.5%	0.12%	£232	Benchmarked Current Framework
North Ayrshire Council	Yes	01 August 2022	£552,244	Suppliers MI	9.5%	0.12%	£663	Benchmarked Current Framework
North Lanarkshire Council	Yes	01 August 2022	£723,660	Suppliers MI	9.5%	0.12%	£868	Benchmarked Current Framework
Orkney Islands Council	Yes	01 August 2022	£66,831	Suppliers MI	9.5%	0.12%	£80	Benchmarked Current Framework
Perth & Kinross Council	Yes	01 August 2022	£279,306	Suppliers MI	9.5%	0.12%	£335	Benchmarked Current Framework
Renfrewshire Council	Yes	01 August 2022	£423,821	Suppliers MI	9.5%	0.12%	£509	Benchmarked Current Framework
Scottish Borders Council	Yes	01 August 2022	£149,297	Suppliers MI	9.5%	0.12%	£179	Benchmarked Current Framework
Shetland Islands Council	Yes	01 August 2022	£64,186	Suppliers MI	9.5%	0.12%	£77	Benchmarked Current Framework
South Ayrshire Council	Yes	01 August 2022	£150,523	Council Provided	9.5%	0.12%	£181	Benchmarked Current Framework
South Lanarkshire Council	Yes	01 August 2022	£829,748	Suppliers MI	9.5%	0.12%	£996	Benchmarked Current Framework
Stirling Council	Yes	01 August 2022	£162,640	Suppliers MI	9.5%	0.12%	£195	Benchmarked Current Framework
West Dunbartonshire Council	Yes	01 August 2022	£202,371	Suppliers MI	9.5%	0.12%	£243	Benchmarked Current Framework
West Lothian Council	Yes	01 August 2022	£347,403	Suppliers MI	9.5%	0.12%	£417	Benchmarked Current Framework
Tayside Contracts	Yes	01 August 2022	£0	Suppliers MI	9.5%	0.12%	£0	Benchmarked Current Framework
Totals			£10,792,512			0.12%	£12,951	
Associate Members	Yes	01 August 2022	£2,901,489	Suppliers MI	9.5%	0.12%	£3,482	Benchmarked Current Framework
Totals			£13,694,001			0.12%	£16,433	

Appendix 2 – Summary of Offers Received

Name of Tenderer	SME Status	Location	Lot(s) Tendered	Lot(s) Awarded
Askews and Holts Library Services Ltd.	Medium	Eastbourne, East Sussex	1-4	1-4
Blackwell UK Limited	Micro	Broad Street, Oxford	7-19	7-19
Bright Red Publishing Limited	Micro	City of Edinburgh	8	8
A.T. Little & Sons Limited t/a Browns Books	Medium	Melton, East Yorkshire	1-4, 7-18	1-4, 7-18
EBSCO International Inc.	Large	Enfield, England	1-4, 7-18	1-4, 7-18
Glowworm Books and Gifts Limited	Micro	West Lothian	7-19	7-19
Hodder & Stoughton Limited t/a Hodder Education	Large	London	11, 18	11, 18
Kelvin Books Limited	Small	Glasgow City	7-13, 15-18	7-13, 15-18
The Chancellor, Masters and Scholars of the University of Oxford - Trading as Oxford University Press	Medium	Oxford	7, 14, 15	7, 14, 15
Peters Limited	Medium	Birmingham	1, 2, 4	1, 2, 4
Scotia & Chameleon Books Ltd.	Micro	North Lanarkshire	2-5, 7-18	2-5, 7-18
Star Books, A Partnership	Micro	London	3	3
Ulverscroft Limited	Medium	Leicester, Leicestershire	5, 6	5, 6
Waterstones Booksellers Limited	Large	Piccadilly, London	7-16, 18	7-16, 18
W F Howes Limited	Medium	Leicester, Leicestershire	5, 6	5, 6

Appendix 3 - Scoring and Recommendations

LOT 1 – ADULT FICTION AND NON-FICTION BOOKS		
Tenderer	SCORE	Awarded (Yes/No)
A.T. Little & Sons Limited t/a Browns Books	97.36	Yes
Askews and Holts Library Services Ltd.	91.33	Yes
Peters Limited	84.13	Yes
EBSCO International Inc.	61.32	Yes

LOT 2 – CHILDRENS FICTION AND NON-FICTION BOOKS		
Tenderer	SCORE	Awarded (Yes/No)
A.T. Little & Sons Limited t/a Browns Books	97.36	Yes
Askews and Holts Library Services Ltd.	91.33	Yes
Peters Limited	84.13	Yes
EBSCO International Inc.	61.32	Yes
Scotia & Chameleon Books Ltd.	50.70	Yes

LOT 3 – REFERENCE AND FOREIGN LANGUAGE BOOKS		
Tenderer	SCORE	Awarded (Yes/No)
Star Books, A Partnership	92.33	Yes
A.T. Little & Sons Limited t/a Browns Books	72.08	Yes
EBSCO International Inc.	52.65	Yes
Askews and Holts Library Services Ltd.	50.50	Yes
Scotia & Chameleon Books Ltd.	26.53	Yes

LOT 4 – GENERAL LIBRARY BOOKS		
Tenderer	SCORE	Awarded (Yes/No)
A.T. Little & Sons Limited t/a Browns Books	97.45	Yes
Askews and Holts Library Services Ltd.	91.33	Yes
Peters Limited	84.13	Yes
EBSCO International Inc.	56.32	Yes
Scotia & Chameleon Books Ltd.	50.70	Yes

LOT 5 – AUDIOBOOKS		
Tenderer	SCORE	Awarded (Yes/No)
Scotia & Chameleon Books Ltd.	77.50	Yes
W F Howes Limited	76.50	Yes
Ulverscroft Limited	70.75	Yes

LOT 6 – LARGE PRINT BOOKS		
Tenderer	SCORE	Awarded (Yes/No)
W F Howes Limited	90.50	Yes
Ulverscroft Limited	89.59	Yes

LOT 7 – GENERAL TEXTBOOKS		
Tenderer	SCORE	Awarded (Yes/No)
A.T. Little & Sons Limited t/a Browns Books	87.79	Yes
Glowworm Books and Gifts Limited	87.77	Yes
Waterstones Booksellers Limited	62.35	Yes
EBSCO International Inc.	57.30	Yes
Blackwell UK Limited	54.69	Yes
The Chancellor, Masters and Scholars of the University of Oxford - Trading as Oxford University Press	45.04	Yes
Kelvin Books Limited	36.55	Yes
Scotia & Chameleon Books Ltd.	25.02	Yes

LOT 8 – BRIGHT RED PUBLISHING		
Tenderer	SCORE	Awarded (Yes/No)
Bright Red Publishing Limited	88.28	Yes
A.T. Little & Sons Limited t/a Browns Books	86.55	Yes
Glowworm Books and Gifts Limited	84.25	Yes
EBSCO International Inc.	80.33	Yes
Waterstones Booksellers Limited	78.98	Yes
Kelvin Books Limited	77.21	Yes
Blackwell UK Limited	71.57	Yes
Scotia & Chameleon Books Ltd.	33.46	Yes

LOT 9 – CAPSTONE GLOBAL LIBRARY		
Tenderer	SCORE	Awarded (Yes/No)
A.T. Little & Sons Limited t/a Browns Books	98.21	Yes
Glowworm Books and Gifts Limited	80.92	Yes
EBSCO International Inc.	79.00	Yes
Waterstones Booksellers Limited	62.32	Yes
Blackwell UK Limited	58.24	Yes
Kelvin Books Limited	55.88	Yes
Scotia & Chameleon Books Ltd.	51.79	Yes

LOT 10 – HARPER COLLINS		
Tenderer	SCORE	Awarded (Yes/No)
A.T. Little & Sons Limited t/a Browns Books	90.44	Yes
Glowworm Books and Gifts Limited	84.25	Yes
Waterstones Booksellers Limited	75.09	Yes
EBSCO International Inc.	63.22	Yes
Blackwell UK Limited	56.02	Yes
Scotia & Chameleon Books Ltd.	49.01	Yes
Kelvin Books Limited	45.32	Yes

LOT 11 – HODDER GIBSON		
Tenderer	SCORE	Awarded (Yes/No)
A.T. Little & Sons Limited t/a Browns Books	98.21	Yes
Blackwell UK Limited	80.91	Yes
Hodder & Stoughton Limited t/a Hodder Education	72.75	Yes
Glowworm Books and Gifts Limited	70.25	Yes
Waterstones Booksellers Limited	69.65	Yes
Kelvin Books Limited	61.81	Yes
EBSCO International Inc.	43.00	Yes
Scotia & Chameleon Books Ltd.	38.13	Yes

LOT 12 – JOLLY LEARNING		
Tenderer	SCORE	Awarded (Yes/No)
A.T. Little & Sons Limited t/a Browns Books	98.21	Yes
EBSCO International Inc.	67.50	Yes
Waterstones Booksellers Limited	64.40	Yes
Blackwell UK Limited	59.91	Yes
Glowworm Books and Gifts Limited	58.00	Yes
Kelvin Books Limited	57.96	Yes
Scotia & Chameleon Books Ltd.	27.63	Yes

LOT 13 – MCGRAW HILL		
Tenderer	SCORE	Awarded (Yes/No)
A.T. Little & Sons Limited t/a Browns Books	98.21	Yes
EBSCO International Inc.	89.39	Yes
Waterstones Booksellers Limited	89.29	Yes
Blackwell UK Limited	79.81	Yes
Glowworm Books and Gifts Limited	69.15	Yes
Kelvin Books Limited	55.39	Yes
Scotia & Chameleon Books Ltd.	37.58	Yes

LOT 14 – NELSON THORNES		
Tenderer	SCORE	Awarded (Yes/No)
A.T. Little & Sons Limited t/a Browns Books	98.21	Yes
Blackwell UK Limited	88.54	Yes
Glowworm Books and Gifts Limited	79.48	Yes
The Chancellor, Masters and Scholars of the University of Oxford - Trading as Oxford University Press	78.89	Yes
Scotia & Chameleon Books Ltd.	73.76	Yes
Waterstones Booksellers Limited	68.38	Yes
EBSCO International Inc.	44.91	Yes

LOT 15 – OXFORD UNIVERSITY PRESS		
Tenderer	SCORE	Awarded (Yes/No)
A.T. Little & Sons Limited t/a Browns Books	98.21	Yes
Waterstones Booksellers Limited	78.98	Yes
EBSCO International Inc.	65.67	Yes
Blackwell UK Limited	58.24	Yes
The Chancellor, Masters and Scholars of the University of Oxford - Trading as Oxford University Press	48.58	Yes
Glowworm Books and Gifts Limited	48.42	Yes
Kelvin Books Limited	39.21	Yes
Scotia & Chameleon Books Ltd.	26.79	Yes

LOT 16 – PEARSON EDUCATION LTD		
Tenderer	SCORE	Awarded (Yes/No)
A.T. Little & Sons Limited t/a Browns Books	98.21	Yes
Blackwell UK Limited	80.91	Yes
Kelvin Books Limited	70.21	Yes
Waterstones Booksellers Limited	69.65	Yes
Glowworm Books and Gifts Limited	64.65	Yes
EBSCO International Inc.	62.60	Yes
Scotia & Chameleon Books Ltd.	38.13	Yes

LOT 17 – PRIM-ED PUBLISHING		
Tenderer	SCORE	Awarded (Yes/No)
A.T. Little & Sons Limited t/a Browns Books	98.21	Yes
Glowworm Books and Gifts Limited	84.25	Yes
EBSCO International Inc.	82.20	Yes
Blackwell UK Limited	80.91	Yes
Kelvin Books Limited	70.21	Yes
Scotia & Chameleon Books Ltd.	38.13	Yes

LOT 18 – RISING STARS UK		
Tenderer	SCORE	Awarded (Yes/No)
A.T. Little & Sons Limited t/a Browns Books	98.21	Yes
Glowworm Books and Gifts Limited	64.25	Yes
Waterstones Booksellers Limited	62.32	Yes
EBSCO International Inc.	60.67	Yes
Blackwell UK Limited	58.24	Yes
Scotia & Chameleon Books Ltd.	51.79	Yes
Hodder & Stoughton Limited t/a Hodder Education	50.08	Yes
Kelvin Books Limited	47.54	Yes

LOT 19 – P&N PUBLICATIONS		
Tenderer	SCORE	Awarded (Yes/No)
Blackwell UK Limited	94.91	Yes
Glowworm Books and Gifts Limited	66.75	Yes

Appendix 4- List of Recommended Suppliers with Living Wage Status

Tenderer	Accredited	Currently progressing through Real Living Wage accreditation process	Pay Real Living Wage to all employees, and committed to gaining accreditation over the initial 2 years of framework	Pay Real Living Wage to all employees, but not accredited	Neither accredited nor paying Real Living Wage, but do commit to pay the Real Living Wage to all employees over the initial 2 years of the framework	Neither accredited nor paying Real Living Wage
Askews and Holts Library Services Ltd.						Yes
Blackwell UK Limited						Yes
Bright Red Publishing Limited				Yes		
A.T. Little & Sons Limited t/a Browns Books				Yes		
EBSCO International Inc.						Yes
Glowworm Books and Gifts Limited				Yes		
Hodder & Stoughton Limited t/a Hodder Education				Yes		
Kelvin Books Limited	Yes					
The Chancellor, Masters and Scholars of the University of Oxford - Trading as Oxford University Press				Yes		
Peters Limited				Yes		
Scotia & Chameleon Books Ltd.				Yes		
Star Books International Ltd				Yes		
Ulverscroft Limited				Yes		
Waterstones Booksellers Limited						Yes
W F Howes Limited				Yes		

Appendix 5 – Segmentation classifications

0921 Supply and Delivery of Library Books and Textbooks is classified as class D.

There are five segmentation classifications and these classifications are rated from Class A to Class E. Each classification has contract and supplier management activities associated with it based on pre-determined weighted criteria.

Class A

Due to the unique and bespoke nature of the frameworks that fall within this class, a contract management plan to be developed and agreed with CSG.

Class B

Quarterly supplier contact, six monthly surveys, annual UIG, frequent support to councils, suppliers and external stakeholders requiring high level of procurement expertise, extensive contract monitoring.

Class C

Six monthly supplier contact, six monthly to annual surveys, annual UIG, regular support to councils, suppliers and external stakeholders requiring procurement expertise, high contract monitoring.

Class D

Annual supplier contact, annual surveys, optional annual UIG, ad-hoc support to councils, suppliers and external stakeholders potentially requiring procurement expertise, regular contract monitoring.

Class E

Annual supplier contact (if required), optional annual surveys, no requirement for annual UIG, straightforward ad-hoc support to councils, suppliers and potentially requiring procurement assistance, basic contract monitoring.