

Education Scotland: Procurement Annual Report

1 April 2024 – 31 March 2025

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Section 1 - Introduction

Education Scotland's intention is to lead, support and work in partnership with Scotland's educators to deliver the Scottish Government's outcomes for education, skills, and communities, which are encapsulated within the National Performance Framework.

The Procurement Reform (Scotland) Act 2014 requires that public bodies, such as Education Scotland, produce and publish a Procurement Strategy and an Annual Procurement Report on regulated procurement activities. Education Scotland's Procurement Strategy was published in June 2024 and applies to March 2026. The Procurement Strategy sets out what Education Scotland intends to do during that period and this Annual Procurement Report provides information on the work and the contribution made by Education Scotland to comply with the Procurement Reform (Scotland) Act 2014 Part 2 Section 18.

This reporting period represented a period of sharpened and sustained focus on Education Scotland's strategic priorities, set against wider education reform expectations of Education Scotland and other key partners and stakeholders with Education Scotland continuing to operate as one organisation whilst increasingly working as two distinct functions: inspection; support and improvement. We also continued to seek improvement in the way Education Scotland meets its obligations as a public body and Executive Agency, including governance, communications arrangements and a more evidence-based approach to design, development, delivery.

The Education Scotland Annual Action Plan 2024 – 25 set out the evidence-based strategic priorities to be delivered through system and organisational reform where possible, illustrating our ongoing commitment to Inclusion, Wellbeing, Equity and Equality and recognising that we cannot deliver excellence and equity on our own. This Annual Action Plan was consistent with our obligations as a public body and mainstreamed national policy priorities, prioritising excellence and equity through Curriculum Improvement, the Scottish Attainment Challenge and professional learning. It was accompanied by the Education Scotland Financial Strategy 2024-25.

Education Scotland's Vision

Achieving excellence and equity for Scotland's learners with Scotland's educators.

Education Scotland's Mission

To work collaboratively with all stakeholders involved in Scottish education to secure sustained improvement in achievement and attainment for all learners, closing the poverty-related attainment gap and securing positive and sustained destinations for all learners, regardless of their age and where the learning takes place.

The Agency's Annual Action Plan sets out the organisation's strategic priorities which underpin delivery of Education Scotland's mission. To deliver Education Scotland's responsibilities efficiently, effectively, and economically, we need to procure a range of goods and services. Our procurement processes aim to secure the goods and services we need in a way which both provides best value for the taxpayer and is also open, transparent, and fair to suppliers.

However, the role of procurement is wider than simply to ensure Value for Money in delivering Education Scotland's objectives.

Procurement also has a direct role to play in:

- supporting economic, social, and environmental national outcomes.
- facilitating the involvement of small and medium sized enterprises, third sector bodies and supported businesses.
- promoting innovation.

The Procurement Reform (Scotland) Act 2014 introduced general duties on public bodies to undertake regulated procurements in a transparent and proportionate manner and to treat all potential suppliers equally and without discrimination. Education Scotland is committed to ensuring that procurements are undertaken fairly and openly and in a way which meets our duties in relation to sustainable procurement.

Section 2 - Summary of Regulated Procurement

Organisations covered by the <u>Procurement Reform (Scotland) Act 2014</u> are required to publish details of regulated procurements in their Annual Procurement Report.

Regulated procurements have a contract value of £50,000 (ex VAT) and above. However, Education Scotland's procurement spend covers several contracts under this threshold. To provide a more comprehensive and transparent view, this Annual Procurement Report provides information on contracts with a value of £10,000 and above. <u>See Appendix A and B.</u> All Education Scotland's Regulated procurements complied with the organisation's Procurement Strategy.

Section 3 - Review of Compliance with Education Scotland Procurement Strategy

Key Procurement Priorities

Procurement Process

Education Scotland follows the Scottish Government model of procurement which is set out in the <u>Procurement Journey</u>. The Procurement Journey is intended to support all levels of procurement activities and to help manage the expectations of stakeholders, customers, and suppliers. The procurement journey sets out model processes, templates, and guidance to facilitate best practice and consistency across the public sector. It provides one source of documentation nationally which is updated on a continual basis to reflect changes in legislation, policy, and promotion of best practice.

Key Objectives

The key objectives identified and measured for this reporting period include:

- Achieving value for money
- Procurement and sustainability
- Procurement, climate, and circular economy
- Procurement and community benefits
- Procurement and engaging with those affected by procurements.
- Procurement and addressing Fair Work First practices and payment of the real Living Wage

- Procurement and the Health and Safety at Work Act
- Procurement and Fairly and Ethically traded goods
- Procurement of Food contracts to Improve Health, Well Being and Education and promote the highest standards in Animal Welfare
- Procurement and Invoice Payment

Achieving value for money

The Scottish Government has set up several Framework Agreements which are available for Education Scotland to use. Some of these are national frameworks, which are open to all public bodies in Scotland, and some are sector specific, for use by the Scottish Government and its agencies.

These frameworks have secured better rates for goods and services than Education Scotland would have been able to achieve on its own and we therefore use these collaborative contracts where possible.

Education Scotland's total procurement spending for financial year 2024-25 was £6,080,823 of which £6,061,792 (99.7%) complied with procurement procedures and £19,032 (0.3%) was off contract spend. Where off contract spending has occurred, procurement staff engage with the relevant colleague directly to advise on correct procedure and support them with guidance going forward.

Procurement spending in the financial year 2024-25 saw a decrease to the previous year by £1,934,127 (24.1%).

Spending using collaborative framework contracts for financial year 2024-25 was £2,708,314 which is a decrease of £2,207,623 (44.5%) from the previous year. Procurement staff actively consider and promote the use of collaborative framework contracts where they can demonstrate best value for money.

Appendix C lists Education Scotland's spending on collaborative frameworks. By collaborating with other organisations, Education Scotland were able to maximise benefits in terms of both price and quality.

During 2024-25 Education Scotland used Public Contracts Scotland to advertise contracting opportunities and publish Contract Award Notices. This allowed opportunities to be seen by a wide audience of suppliers and maximised competition which in turn helped achieve value for money for Education Scotland and Scottish taxpayers.

Table 1 below illustrates the savings made during 2024-25 together with comparative figures for the previous year.

Table 1: Delivered Savings

| Savings | 2024 - 2025 | 2023 - 2024 |
|---|-------------|-------------|
| Scottish Government collaborative contracts | £208,983 | £192,699 |
| Education Scotland contracts | £13,481 | £249,664 |
| Total | £222,464 | £442,364 |

We use catalogues for ordering hire cars, stationery, and IT equipment. The catalogues limit the choices available and direct staff to make purchases from the options which represent best value. Where possible, ordering is done centrally to ensure that in all cases the most cost-effective options are selected and there is consistency across the Organisation. For example, car hire/travel bookings are managed by our central travel team and only 'standard' options are permitted for car hire and for rail, air, and ferry. Journeys must be by the most cost-effective route and no first-class travel is allowed.

Business support staff order catering and will only order from a limited number of catering options.

Stationery orders are made by specific administrative staff, and a minimum value has been implemented to ensure that they do not make multiple small orders.

The Digital Team centrally order IT equipment. All purchases of PCs, laptops, tablets, and phones are models which represent best value for money and for most staff, basic models will provide the level of processing capacity required. In addition, central purchasing ensures that all purchases are compatible with Education Scotland's Digital Strategy and its IT processing and security systems.

Fraud Prevention

Education Scotland use Scottish Government payment systems to order goods and services. From 1st April 2024 to 30th September 2024, the EASEbuy system was used and from 1st October 2024 to 31st March 2025 the new Scottish Government Oracle Cloud purchase to pay system was used. These systems have levels of authorisation embedded within them so goods and services cannot be ordered or approved for payment without confirmation from another member of staff generally the line manager. Oracle Cloud has additional benefits for the organisation which support avoidance of 'off contract' or maverick spending.

Delegated Purchasing Authority (DPA) is limited to the small number of staff who have received procurement training. Only those staff with purchasing authority can sign off contracts and ensure that the correct procurement processes have been undertaken.

Collaboration

Education Scotland is part of the Scottish Government procurement community and can access the 'Knowledge Hub.' This allows us to keep up to date with current issues and future developments within procurement.

We use resources from Scottish Government Procurement Shared Services to increase capacity in delivery of our procurement activity.

Education Scotland also plays a role in our 'Cluster Group'. The 'Cluster Group' is a forum for government agencies/ NDPBs to come together and discuss procurement issues. This benefits smaller organisations like Education Scotland as we can discuss and seek solutions to issues with other procurement professionals and so are able to maximise the benefits from limited resources.

Effective management of procurement staff resources also made a direct contribution to Education Scotland's drive to achieve 'Best Value'.

Procurement and Sustainability

Procurement in Education Scotland considers the Sustainable Procurement Duty in all that we buy. The spending profile of Education Scotland demonstrates a high proportion of spending is for services rather than goods and the nature of services required aligns with requirements similar to other public sector organisations. It is therefore an efficient and effective use of resources to procure requirements from an established framework contract, at the same time supporting collaboration and the delivery of savings and benefits rather than undertaking bespoke procurement processes. Our level of spending on collaborative contracts demonstrates we are maximising efficiencies, supporting compliance with the Sustainable Procurement Duty where possible.

<u>Section 4</u> of this report outlines some of the benefits Education Scotland has supported delivery of for the wider public sector as well as our organisation by using SG Framework Agreements.

When a bespoke procurement process is undertaken, documentation requires purchasers to consider sustainability in procurements from £10,000, to outline the decision taken within the commodity strategy and to include criteria that are proportionate and relevant in the Invitation to Tender. This must be proportionate in relation to the type of goods and services being purchased and the overall value of the contract. For example, in all contracts we encourage suppliers to pay at least the Living Wage to staff working on behalf of Education Scotland.

Procurement, climate, and a circular economy

Education Scotland's procurement processes and documentation require purchasers to consider climate impacts and circular economy opportunities for the goods or services they wish to purchase. Climate considerations are detailed at the commodity strategy stage, and where relevant and proportionate, an evaluation criterion will be included at the tender stage.

There were no procurement processes undertaken which included a climate evaluation criterion in the reporting period.

Education Scotland's staff undertake a significant amount of travel relative to the size of the Organisation. Its role in supporting quality and improvement in Scottish education means that staff must travel to all parts of Scotland to conduct inspection and review activities.

As a result, many of Education Scotland's emissions are related to travel. Education Scotland continue to explore workable solutions as part of our plan to use clean transport and <u>publish data</u> of our carbon emissions used in our business travel activity.

By using the SG Travel Service contract, Education Scotland can monitor the impact on the Climate Emergency and ensure that our duty of care to our staff is covered. Corporate Travel Management's (CTM) updated online booking tool offers the following additional benefits:

- SMART Data reporting tool gives visibility of an organisations carbon footprint.
 Data can cover:
 - total CO2 emissions by month
 - average CO2 emissions per trip and per traveller
 - CO2 emissions by service type (air/hotel/car/rail) and by service provider
 - CO2 emissions by fare class
 - estimated CO2 offset costs per month, per trip and per traveller using ACCU carbon credit pricing
- displaying CO2 and a carbon calculator to bookers at time of booking
- set allowances of CO2.
- add tailored sustainability drop down messages to bookers.
- CO2 management information including cross travel comparisons, mileage, and CO2 information
- green choice hotels and air options.

Education Scotland continued to participate in the Scottish Government Carbon Emissions Scheme whereby a mandatory £1 levy is charged when a hire car is booked for official business. The levy is returned to the Scottish Government's carbon levy 'pot' for donation to an environmental cause.

Procurement and engaging those affected by Procurement

On the Education Scotland external website, we detail the following information to assist suppliers and other stakeholders:

- Procurement Strategy.
- Procurement Policy.
- Contract Register listing contracts over £2,500.
- Annual Procurement Report.
- A link to PCS which details current tenders.
- A link to the 'Supplier Journey' which outlines the process we follow.
- A link to the standard terms and conditions we use.
- A link to the frameworks and collaborative contracts we use.
- A link to the suppliers' charter.
- Contact details for Education Scotland procurement.
- The list of procurement card spend for purchases over £500.

Procurement staff continue to improve procurement knowledge and skills of the wider Organisation through the delivery of training to directorate teams. An overview of procurement is issued at the induction sessions.

Education Scotland procurement staff included a personal learning plan in their annual objectives. This detailed the training and development they planned to undertake over the reporting year and was agreed with line managers. This is part of the routine process of continuous improvement and development of all staff.

Guidance and templates on procurement processes were reviewed and refreshed where required and new versions shared on the ES intranet page. We provide monthly performance reports to senior managers.

Our KPIs were reviewed to ensure that they remained relevant and continued to provide a comprehensive picture so we could measure performance and identify ways of improving performance. The following information was provided each month:

- All contracts placed during the month, demonstrating commodity category and value.
- Contracts due to end within the following few months were identified.
- Savings from both collaborative and non-collaborative contracts
- Non-competitive Actions
- The link between the requirement of the contract and Education Scotland's strategic priorities
- The links to achievement of sustainable procurement themes.

Procurement and addressing Fair Work First practices and payment of the real Living Wage

Education Scotland adhere to the responsibilities required as part of the duties of being accredited as a 'Living Wage' employer. There are no incidents of permanent staff, agency staff and directly engaged contracted staff not being paid the Living Wage.

Education Scotland consider Fair Work in procurement activity and apply the Fair Work First criteria in all procurement processes, where relevant and proportionate to do so. No procurement processes in this reporting period included a fair work criterion. A high percentage of suppliers contracted with confirmed they were a Real Living Wage supplier, i.e., 82.1%.

Procurement and the Health and Safety at Work Act

Education Scotland's standard terms and conditions for Contracts and the Scottish Government Framework conditions state that suppliers must abide with all UK laws that apply as well as all requirements of regulatory organisations and good industry practice. This includes any relevant health and safety laws.

Education Scotland's Contract Managers have not received notification of any Health and Safety incidents occurring in the delivery of their contracts during the period of this report.

Procurement and fairly and ethically traded goods and services

Education Scotland aims to use fairly traded goods if they meet business requirements. Education Scotland use the exclusion criteria in the single procurement document (SPD) for Regulated procurement activity to allow assessment of the bidding organisation's ethics. There were no instances of bidders being excluded from procurement competitions on ethical grounds in the reporting period.

Procurement of food contracts to improve health, well-being and education and promote the highest standards in animal welfare.

Although the procurement of foodstuff is not a core activity of Education Scotland, we occasionally require sandwich lunches and teas/coffees to be provided. During the reporting period, Education Scotland undertook Curriculum Area Reviews as part of Curriculum Improvement Cycle resulting in an increase in lunches required.

During the period of this report, our spend on catering was £28,838 excluding VAT. This is an increase of £19,563 excluding VAT (47.4%) to the previous year.

Procurement and invoice paying

Education Scotland has a target of paying all invoices within ten days which is beyond our contractual commitment. For the year ended 31 March 2025, Education Scotland paid 85.5% of invoices within ten days (2023-24, 99.5%).

The Scottish Government replaced its existing finance and HR systems with a single integrated Oracle cloud system and the 'Go Live' date was 1 October 2024. In the period following 'Go Live,' while staff familiarised themselves with the new system, there were some delays in making payments. As a result, the number of invoices processed within a ten-day target fell in the second half of the year, however, this has been steadily improving.

Section 4 - Community Benefits

Community benefits are required to be considered for all procurements where the estimated value is over £4M. There were no procurements conducted for contracts, £4M+, during this reporting period. Community benefits were considered in lower value procurements however, none were achieved

We will continue to ensure that community benefits are considered and addressed at the commodity strategy stage for regulated procurements and that community benefit statements and questions (scoring and non-scoring) are included in all Invitation to Tenders for 2025/26 were relevant to do so. Where we achieve community benefits, we will include them as a condition of contract and contract managers will ensure they are delivered.

Education Scotland procurement spending on collaborative contracts in the reporting period was 44.5% and demonstrates Education Scotland has supported delivery of benefits for the wider public sector as well as Education Scotland by using the SG Framework Agreements. Examples include:

Supplier - APS: Publishing, print, design, and associated services framework -

- Modern apprenticeship scheme.
- Work experience (seasonal intake of 4 secondary school pupils on a 1 or 2-week placement)
- An undergraduate programme (2 students given summer positions).
- Internal and external training, e.g., software packages, management courses, Health & Safety, First Aid, compliance with Legislation (GDPR) etc.
- Encouragement of workforce in the attainment of professional / academic qualifications.
- Working with Supported Businesses and Charities.
- Work with supply chains / SME's

Supplier – Computacenter: Software value added re-seller framework.

- deliver a minimum of 4 additional jobs from long-term unemployed, Modern Apprentices and Graduates
- deliver 8 work experience placements from 14+ age groups.
- 80 hours of STEM, learning and digital engagement sessions
- 40 hours of Digital Accessibility sessions
- guarantee that all staff working on this framework will be paid at least the Real Living Wage and no use of zero-hour contracts.
- commitment to achieving Net Zero Greenhouse Gas emissions by 2040
- develop a plan to reduce carbon outputs during the delivery of this framework and reporting on Sustainability via an annual report for each year of this framework.
- promote the use of sustainable/green software.
- appoint a Social Value Champion who will report quarterly on sustainability performance.

Supplier - various: Temporary and Interim staff services framework:

ASA Recruitment

ASA has developed an Apprenticeship Scheme which has been successful and led to permanent opportunities for those who completed their apprenticeship with ASA.

ASA has recently engaged staff through the Government's Kickstart Scheme.

ASA operates CV writing, job interviewing and presentation skills courses which will provide lifelong benefit to those having attended.

Harvey Nash Limited

Harvey Nash is committed to improving the social, environmental, and economic wellbeing of Scotland, with a particular focus on reducing inequality. This includes:

Partnering with employment agencies, FE and HE providers to deliver advice, career guidance and mock interviews.

- Offering Kickstarter Placements: to support delivery across 3 Scottish Government frameworks.
- Modern Apprenticeships: 10% of our workforce in Scotland are Modern Apprentices.

Lorien Resourcing Ltd.

Lorien launched its Corporate Social Responsibility Virtuoso Voice programme in 2022. The programme has agreed to focus on the following seven key areas:

- Client Partnerships
- **Employee Engagement**
- **Early Careers**
- Giving Back
- **Employability**
- Diversity and Inclusion
- Carbon Footprint

Lorien has also partnered with school's outreach provider, TechGirls in a bid to tackle the STEM skills shortage and promote greater gender diversity within technology.

Lorien has worked with Mama. Codes for several years and in 2022 was pleased to be able to sponsor their new app Looparoo. Mama. Codes teaches coding skills to children as young as 3 years old to provide them with the skills they need to succeed in a digital world.

Venesky-Brown Recruitment Ltd.

Through their long-term involvement with the public sector Venesky-Brown will continue to maximise community benefit through provision of work experience placements, apprenticeships, and employment opportunities, e.g. using the Scottish Government's "Kickstart Scheme" to create new jobs for 16 to 24-year-olds on universal credit who are at risk of long-term unemployment both directly and via the Framework Public Bodies and clients with whom they work.

Venesky-Brown will continue to engage with local schools, colleges, and universities by committing management time to participating in curriculum support and STEM activities. Venesky-Brown also work with local primary and secondary schools, talking to children about the variety of job roles available in their local area; and particularly encouraging female students to pursue technical and professional interests through their course choices to support longer-term career goals.

Section 5 – Supported Businesses

Education Scotland consider the opportunities for supported businesses at the commodity strategy stage, whether it is possible to reserve a contract for supported businesses under the legislation or whether it is possible to use the Scottish Government Supported Business Dynamic Purchasing System. Education Scotland is aware of the benefits of using supported businesses and actively advocate their use where possible. During 2024-25 Education Scotland did not use any supported businesses in the period of the report.

Section 6 – Future Regulated Procurements

Table 2: Future Regulated Procurements

Outlines the regulated procurements due to be undertaken by Education Scotland within the next two years:

| FY 2025-2026 Contract | New Contract/ Re-let/ Extension | Estimate Total Value | Expected contract notice publication date | Expected contract award date | Expected contract start date |
|--|--|-------------------------|---|------------------------------|------------------------------|
| Salesforce Technical Support Services | Re-let | £82,000 | framework call off | 12/03/2025 | 17/02/2025 |
| Salesforce Technical Support Services | Re-let | £56,000 | framework call off | 20/06/2025 | 20/06/2025 |
| Glow authentication/portal/ helpdesk | Extension | £4,524,074 | n/a | n/a | 01/07/2025 |
| Corporate Online Survey Tool | Extension | £50,411 | n/a | n/a | 01/07/2025 |
| Salesforce CRM User, Administration and Support Licences | Re-let | £100,000 | framework call off | 31/07/2025 | 02/08/2025 |
| Penetration Testing | Re-let | £180,000 | framework call off | 30/09/2025 | 14/11/2025 |
| Glow Trend Micro Licences | Re-let | £755,000 | framework call off | 31/10/2025 | 24/11/2025 |
| Corporate website hosting and application support | Extension | £300,000 | n/a | n/a | 01/11/2025 |

| FY 2026-2027 Contract | New Contract/ Re-let/ Extension | Estimate Total Value | Expected contract notice publication date | Expected contract award date | Expected contract start date |
|--|--|-------------------------|---|------------------------------|------------------------------|
| CivTech10 - Al application for Teachers | New | £150,000 | TBC | TBC | TBC |
| Salesforce Technical Support Services | Re-let | £60,000 | framework call off | 02/06/2025 | 02/06/2025 |
| Corporate Online Survey Tool | Re-let | £101,000 | framework call off | 15/06/2026 | 01/07/2026 |
| Glow Blogs - hosting and support | Extension | £385,164 | n/a | n/a | 01/08/2026 |
| Salesforce CRM User, Administration and Support Licences | Re-let | £100,000 | framework call off | 31/07/2026 | 02/08/2026 |

Section 7– Small and Medium sized enterprises (SMEs)

Education Scotland welcomes tenders from small/medium sized companies and during 2024-25 40.8% of suppliers were SMEs. Education Scotland's spend profile is that we have a small number of high value, high risk contracts and a larger number of low value contract requirements. This spend profile presents opportunities for a wide range of suppliers from large companies to sole traders.

Table 3

Illustrates the number of SMEs delivering goods and services to Education Scotland during this reporting period and a comparison against last year.

| Number of SMEs | 2024-2025 | 2023-2024 |
|--------------------------------|-----------|-----------|
| Total number of suppliers used | 213 | 190 |
| Total number of SME suppliers | 87 | 81 |

Section 8 - Contract management

The level of contract management varies according to the contract value and assessed level of risk. Procurement has developed guidance, and this is provided to contract managers as part of the contract handover process. There are standard templates which include a summary of key contract information for contract handover which need to be signed by the contract manager to confirm that they understand their role and responsibilities.

On line training modules on contract management are available to support staff carrying out contract management duties and can access the Procurement Journey for additional support.

Section 9 – Mutual recognition

In accordance with Public Contracts (Scotland) 2015 Regulation 65, qualifications and standards from other countries are given equal validity. We were able to award the following overseas contracts.

| Contract | Supplier | Spend |
|-------------------|-------------------------|--------|
| Statushub Licence | Statushub | £2,840 |
| Subscription | Mentimeter | £2,672 |
| Speaker | Breakspear Learning | £2,400 |
| Speaker | Liberating Learning INC | £500 |

Appendix A

Summary of Regulated (over £50,000) Procurements awarded during the period of this report.

| Contract Title | Supplier Name | Award date | Total Contract Value (Ex VAT) £ | Contract Start date | Contract Finish Date |
|-----------------------|-----------------------|------------|--|------------------------|-------------------------|
| Scottish Wide Area | British | 11/10/2024 | £750,581.00 | 11/10/2024 | 31/03/2027 |
| Network 2 (SWAN2) | Telecommunications | | | | |
| Call-off contract | Plc. | | | | |
| Glow Blogs - hosting | Affinity Digital | 20/12/2024 | £495,096.00 | 01/02/2025 | 31/07/2026 |
| and support | (Technology) Ltd | | | | |
| Salesforce Technical | Computacenter (UK) | 22/05/2024 | £255,458.00 | 01/04/2024 | 30/03/2025 |
| Support Services | Limited | | | | |
| Corporate Online | Softcat | 28/06/2024 | £100,465.00 | 01/07/2024 | 30/06/2026 |
| Survey Tool | | | | | |
| Salesforce CRM | Computacenter (UK) | 30/04/2024 | £83,232.54 | 30/04/2024 | 29/04/2025 |
| User, Administration | Limited | | | | |
| and Support | | | | | |
| Licences | | | | | |
| Salesforce Technical | Lorien Resourcing Ltd | 04/02/2025 | £83,157.00 | 17/02/2025 | 06/10/2025 |
| Developer | | | | | |
| Salesforce Technical | Computacenter (UK) | 12/03/2025 | £81,746.00 | 17/02/2025 | 31/08/2025 |
| Support Services | Limited | | | | |
| SPA Replacement | Computacenter (UK) | 03/07/2024 | £64,896.00 | 03/07/2024 | 02/08/2025 |
| licenses - Salesforce | Limited | | | | |
| Development Officer | ASA Recruitment | 03/06/2024 | £50,717.00 | 05/06/2024 | 28/03/2025 |
| - Food for Thought | | | | | |
| Fund | | | | | |

Appendix B

Summary of Procurements (>£10,000 and < £50,000) awarded during the period of this report.

| Contract Title | Supplier Name | Award date | Total Contract Value (Ex VAT) £ | Contract Start date | Contract Finish Date |
|--------------------------|------------------|------------|--|------------------------|----------------------------|
| PowerApps Licences | Softcat | 26/03/2024 | £45,600.50 | 01/04/2024 | 31/03/2025 |
| Salesforce Technical | Computacenter | 18/09/2024 | £40,873.00 | 25/09/2024 | 31/10/2024 |
| Support Services | (UK) Limited | | | | |
| Microsoft Unified | Microsoft | 14/06/2024 | £40,544.80 | 30/06/2024 | 29/06/2025 |
| Enterprise Support | | | | | |
| Assistant Inspector | Venesky | 23/04/2024 | £40,369.00 | 01/05/2024 | 30/04/2025 |
| | Brown | | | | |
| Multi-Function Devices | Ricoh UK | 01/06/2024 | £36,000.00 | 01/06/2024 | 31/05/2027 |
| | Limited | | | | |
| Business Support | Blue Arrow | 30/07/2024 | £32,714.85 | 12/08/2024 | 11/08/2025 |
| Assistant | | | | | |
| Internet Watch | Internet Watch | 29/01/2025 | £20,400.00 | 01/03/2025 | 28/02/2026 |
| Foundation Membership | Foundation | | | | |
| National Newspaper | NLA Media | 14/05/2024 | £16,174.40 | 31/05/2024 | 30/05/2026 |
| Licence Agreement | Access | | | | |
| Lone Worker Protection | Vodafone | 25/03/2025 | £13,824.00 | 25/03/2025 | 23/03/2027 |
| service | | | | | |
| ITSM Replacement Tool | House on the | 07/11/2024 | £12,960.00 | 07/01/2025 | 06/01/2026 |
| | Hill | | | | |
| Salesforce Back Up and | Softcat Ltd | 20/12/2024 | £10,908.00 | 20/12/2024 | 19/12/2025 |
| Recovery Services | | | | | |
| External facilitation to | The Mudd | 07/08/2024 | £10,000.00 | 02/09/2024 | 31/08/2025 |
| support the development | Partnership | | | | |
| of the Inspectorate | | | | | |
| extended leadership team | | | | | |

Appendix C

Education Scotland's spend on collaborative frameworks.

| Framework Contract | Supplier | Spend by supplier |
|--|--|-------------------|
| Travel Services Contract | CTM (North) Ltd | £788,117.00 |
| New Software VAR Framework | Computacenter | £470,226.00 |
| Vehicle Hire (2020 and 2024) | Enterprise Rent-A-Car UK Limited | £254,821.00 |
| Temp Admin, Catering & Manual Staff Services Framework 2023 (4th generation) – South Region | ASA international t/a ASA Recruitment | £3,475.00 |
| Temp Admin, Catering & Manual Staff Services Framework 2023 (4th generation) – South Region | Blue Arrow Ltd | £32,073.95 |
| Temp Admin, Catering & Manual Staff Services Framework 2023 (4th generation) – South Region | Brightwork Limited | £35,047.52 |
| Temp Admin, Catering & Manual Staff Services Framework 2023 (4th generation) – South Region | Venesky-Brown Recruitment Ltd | £14,320.23 |
| Interim Professional Staff Services Framework 2023 (4th generation) – National | ASA international t/a ASA Recruitment | £34,579.70 |
| Interim Professional Staff Services Framework 2023 (4th generation) – National | Venesky-Brown Recruitment Ltd | £23,631.87 |
| Software - Value Added Reseller (VAR) | Softcat | £57,433.00 |
| Interim IT Staff Services Framework 2023 (4th generation) – National | Venesky-Brown Recruitment Ltd | £22,944.70 |
| Water and Wastewater Services (2023) | Business Stream | £20,641.58 |
| Mobile Voice & Data Services (2020) | Hewlett Packard UK Ltd | £185.00 |
| Interpreting Translation & Transcription 2021 | Global Connections | £16,115.00 |
| Legal Services Framework 2019 - Contract, Commercial and Corporate | Morton Fraser MacRoberts | £12,314.10 |
| Publishing, Print, Design and Associated Services 2018 | APS Group (Scotland) Limited | £7,676.00 |
| Marketing Services Framework | Metro Production Group Ltd | £5,640.00 |
| Desktop Client Device Framework | Hewlett Packard UK Ltd | £5,168.00 |
| General Office Supplies | Lyreco UK Limited | £3,696.00 |
| Media Services Framework 2021 (3rd generation) – Lot 2 | Precise Media Monitoring Ltd | £3,500.00 |
| Media Services Framework 2021 (3rd generation) – Lot 1 | Precise Media Monitoring Ltd | £1,419.16 |
| Web Based and Proprietary Device Framework | XMA Ltd | £325.00 |
| Mobile Client Devices | Hewlett Packard UK Ltd | £185.00 |

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