

VJB17. Report on Mail and Printing Contract

The Board considered a report by the Assessor seeking authority to enter into a contract with the Royal Mail for the period 1 October 2019 – 30 September 2020.

The Board's current call-off contract with the Royal Mail for mail priority and postage had been procured through the Scottish Government's Mail Framework. It was proposed to extend this call-off contract.

Mr Wildman confirmed, in response to a question that, by 30 September 2020, he anticipated that a further contract would be agreed. Utilising a national contract Framework represented better value and reduced costs. He also confirmed that the volume of documents which were printed in house had reduced significantly over recent years and that the UK and Scottish Governments had recently issued a Joint Statement of Policy on Canvass Reform which, if implemented, would further permit a reduction in the number of paper forms.

Decision

The Board agreed to enter into a call off contract with the Royal Mail for physical and hybrid mail and scheduled/regular mail bulk mail until 30 September 2020 at a cost of £165k.