

Delayed Office
Opening for
Employee Training
*This Office will be closed from
8.45 am – 11.00 am on the
first Thursday of each month.*

Mr xxxxxxx
xxxxxxx
xxxxxxx
xxxxxxx
xxxxxxx

**STANDARDS AND COMPLIANCE UNIT
CORPORATE SERVICES**
2 High Street, PERTH. PH1 5PH
Telephone 01738 475000 Fax 01738 475710

Contact **Direct Dial (01738) xxxxxxx**
Email **FOI@pkc.gov.uk**

Our Ref
Your Ref

Date

Dear Mr xxxxxxx

Freedom of Information (Scotland) Act 2002
Request for Information - Print, Design and New Media Contracts.

I acknowledge receipt of your request for information in the above regard dated 17th January 2005

The information you requested was: -

information appertaining to: The supply and tender of
Print, Design, Publications, New media contracts put to
tender/awarded between 1 January 2002 until current.

Please find enclosed the information you requested.

Please also find enclosed a leaflet that explains your right to appeal /
complain.

If you require any further guidance or clarification feel free to contact me at
the above number.

Yours sincerely

xxxxxxxxxxxxxxxx
Freedom of Information Officer

“Details of the supply and tender of Print, Design, Publications and New Media contracts put to tender / awarded between 1st January 2002 until the present.”

Perth & Kinross Council has its own in-house graphic design team. Print jobs that are required as a result of its work are offered to local suppliers for cost estimates. These companies are:

Wm Culross & Son,
Queen Street
Coupar Angus
PH13 9DF

Farquhar & Son
St Andrews Street
Perth PH2 8HY

Neo
Faraday Business Centre
Faraday Street
Dundee
DD2 3QQ

Robert Parker
Units 5 & 6
Dunsinane Avenue
Dunsinane Ind Estate
Dundee DD2 3QN.

Print, Design, Publications and New Media contracts put to tender / awarded between 1st January 2002 until the present.

1. The following companies were invited to submit proposals for Council Corporate Publications (council newspaper and employee magazine) contract in December 2003.

Weber Shandwick
9 Lynedoch Crescent
Glasgow

Connect Communications
Studio 2001
Mile End
Paisley

ICP Creative Communications
7 Castle Street
Edinburgh

The contract was awarded to Connect Communications in January 2004. The supplier provides graphic design, copy writing, editorial, advertising, print, production and distribution services for this contract. The duration of the contract is one year. Please let me know if you want a copy of the actual contract.

2. Please see below for companies that were invited to tender for Perthshire Publications (publications designed to promote Perthshire to a local, national and international audience) contract in December 2004.

Proposals were received from six companies. These proposals were assessed against the following criteria:

- Organisational factors

Capacity to undertake project (within timescale)

Experience/track record

- Proposal – Innovation, Quality, Flexibility and Fit with Perthshire Brand

Design concepts

Images

Copy

- Cost

Cost to Council/Partners

- Images
- Copy Writing
- Design Publication
- Advertising

- Income Generated

The contract was offered to Connect Communications in partnership with Laveron and Soapbox Marketing in January 2005. Connect Communications and Laveron provide not only graphic design but copy writing, editorial, advertising, print, production and distribution services and the creation of a DVD/CD-Rom.

The terms and conditions of the contract are still under negotiation.

3. Companies were invited to submit proposals for the Council website design (perthshire.com) contract in April 2004. The following companies submitted proposals:

Infinite Eye

2 Claremont Gardens

Glasgow

Biscuit Media

100 Brunswick Street

Glasgow

Parallel 56

155 Bath Street

2Fluid

4 Claremont Terrace

Glasgow

The contract was awarded to 2Fluid in May 2004. The supplier provides usability, accessibility, information design and architecture services.

4. The contract for Microsoft Content Management System implementation was awarded to Diagonal Solutions Limited in May 2004. Diagonal Solutions are GCat certified. GCat, also known as the Government IT Catalogue, provides public organisations with a simplified means of procuring and contracting for a wide range of IT products and services.

This contract is managed by IST Services.

5. Website design for PerthshireG8.com was awarded to 2Fluid in May 2004. The supplier provided usability, accessibility, information design and architecture services.

Companies that were invited to tender for Perthshire Publications (publications designed to promote Perthshire to a local, national and international audience) contract in December 2004.

Skakel & Skakel
Wisharts Warehouse
18 Shore Place
Edinburgh

Avain
Lindsay Court
Technology Park
Dundee

Connect Communications *in partnership with*
Studio 2001
Mile End
Paisley

Hotchilli Design
Westhill Business Centre
Westhill
Aberdeen

Athole Fleming
Athole Design & Publishing Ltd
Tolastadh
18 Corsie Drive
Perth

Exodus – Advertising Design
45 High Street
Kinross

Sundial Creative
Birchgrove
Castleton Road
Auchterarder

Weber Shandwick
9 Lynedoch Crescent
Glasgow

Catchline Communications
40 High Street
Kirkcaldy
Fife

Laveron
50 Washington Street
Glasgow

and

Soapbox Marketing
Site 13
Lochavullin Industrial Estate
Crannog Lane
Oban

UK Built
Sheriffston House
Stormontfield
Perth

Speakeasy Productions Ltd
Wildwood House
Stanley
Perthshire