

Historic Scotland take a number of varying approaches to its purchasing requirements depending on the nature, cost or complexity of what is being purchased. The annual market spend on goods, service and construction contracts is in the region of £32m.



This spend covers a wide range of commodities and services from archaeology to zipped fleeces, and covers the whole of Scotland.

### Procurement Unit

The Procurement Unit set the policy and procedure framework based on Scottish Government guidelines, encourage best practice, monitor local procurement and contract management and provide advice in this area where necessary. The Procurement Unit action all the larger contracts for Historic Scotland, which in round terms means those above £50,000. Other Groups within Historic Scotland have delegated authority to make purchases below this value and an outline of some of these Groups are detailed below.

#### Historic Scotland Procurement Unit

Longmore House, Salisbury Place, Edinburgh EH9 1SH

Tel: 0131 668 8866

E-mail: [hs.procurement@scotland.gsi.gov.uk](mailto:hs.procurement@scotland.gsi.gov.uk)

Web: [www.historic-scotland.gov.uk/index/about/procurement/procurement-unit.htm](http://www.historic-scotland.gov.uk/index/about/procurement/procurement-unit.htm)

### Conservation Group

The Conservation Group helps conserve the nation's historic environment through research and the physical maintenance of our properties. Their technical publications promote best practice and support training. The Conservation Group includes the Historic Scotland conservation centre based at South Gyle in Edinburgh. The group also has Conservation teams (see below). An enquiry service offers technical advice, lists of contractors and specialists to assist those undertaking repair projects. The team also operate a specialist resource centre at Longmore House in Edinburgh. It has a range of technical publications and digital resources available to the public. For more information contact:

#### Historic Scotland Technical Outreach and Education Unit

Longmore House, Salisbury Place, Edinburgh EH9 1SH

Tel: 0131 668 8668

E-mail: [hs.technicalconservationgroup@scotland.gsi.gov.uk](mailto:hs.technicalconservationgroup@scotland.gsi.gov.uk)

Web: <http://conservation.historic-scotland.gov.uk/home.htm>

Our Conservation teams are based throughout Scotland at the sites noted below and in a number of depots. These teams employ a range of crafts people and building professionals who supervise care and maintenance tasks on our properties. For more information contact:

#### Historic Scotland Regional Office

High Street  
Edinburgh Castle  
Edinburgh EH1 2NG

Tel: 0131 225 9846

E-mail: [hs.consandmain@scotland.gsi.gov.uk](mailto:hs.consandmain@scotland.gsi.gov.uk)

#### Historic Scotland Regional Office

Argyll's Lodging  
Castle Wynd  
Stirling FK8 1EG

Te.: 01786 450000

E-mail: [hs.consandmain@scotland.gsi.gov.uk](mailto:hs.consandmain@scotland.gsi.gov.uk)

#### Historic Scotland Regional Office

30/30a Croft-an-righ  
Edinburgh EH8 8ED

Tel: 0131 558 9326

E-mail: [hs.consandmain@scotland.gsi.gov.uk](mailto:hs.consandmain@scotland.gsi.gov.uk)

#### Historic Scotland Regional Office

Fort George, Near Ardersier  
Inverness IV2 7TD

Tel: 01667 462777

E-mail: [hs.consandmain@scotland.gsi.gov.uk](mailto:hs.consandmain@scotland.gsi.gov.uk)



## Commercial Group

The Commercial Group provide the visitor interface at more than 345 buildings and monuments on behalf of Scottish Ministers. Of these, 74 are staffed and charge admission, making Historic Scotland one of the largest operator of paid-for visitor attractions in Scotland. Departments within the Commercial Group include education, customer relations, events and filming, interpretation, visitor experience, and campaign and marketing. The group also has a Trading Unit (see below). For more information use the General Enquiry search on our website at:

Historic Scotland Headquarters  
Longmore House, Salisbury Place, Edinburgh EH9 1SH  
Tel: 0131 668 8600  
Web: [www.historic-scotland.gov.uk/index/contact\\_us.htm](http://www.historic-scotland.gov.uk/index/contact_us.htm)

## Trading

Historic Scotland sells a wide range of products through its retail outlets located throughout Scotland. We welcome interest from suppliers who may be interested in supplying appropriate retail products for resale at our outlets. For more information contact:

Historic Scotland  
Retail Buying Department, Longmore House, Salisbury Place, Edinburgh EH9 1SH  
Tel: 0131 668 8614  
Web: [www.historic-scotland.gov.uk/index/about/procurement/procurement-selection-process.htm](http://www.historic-scotland.gov.uk/index/about/procurement/procurement-selection-process.htm)

**For more information on our other Groups (Heritage Management, Policy and Outreach, Communications, HR and Finance) use the General Enquiry search on our website.**

## Scottish Government



Historic Scotland are committed to working with the wider Scottish public sector purchasing units and collaborate in many of the contracts that are let centrally. For more information contact:

Scottish Procurement and Commercial Directorate  
Europa Building, 450 Argyle Street  
Glasgow, G2 8LG  
E-mail: [spcdcommunications@scotland.gsi.gov.uk](mailto:spcdcommunications@scotland.gsi.gov.uk)  
Web: [www.scotland.gov.uk/Topics/Government/Procurement/contacts](http://www.scotland.gov.uk/Topics/Government/Procurement/contacts)

## Public Contracts Scotland



The larger contracts that the Procurement Unit action are advertised on the Scottish Public Sector advertising portal, Public Contracts Scotland. Once signed up Suppliers can elect to receive notification of tender opportunities as they become available and we therefore recommend that Suppliers are registered.

<http://www.publiccontractsscotland.gov.uk>

