



Legal Aid  
Agency

## **Invitation to Tender for 2015 Duty Provider Crime Contracts**

### **Amendment Notice with effect from 27 March 2015**

On 27 November 2014 we published on our eTendering portal the Invitation to Tender for 2015 Duty Provider Crime Contracts.

Following the Court of Appeal decision on Wednesday 25 March, the injunction which suspended the second stage of the procurement process for 2015 Duty Provider Contracts has been lifted. The procurement process will continue on Friday 27 March 2015 and will close at 12 noon on Tuesday 5 May 2015.

In accordance with paragraph 8.12 of the Information for Applicants (“IFA”) Applicant Organisations are notified that we have amended the Duty Provider procurement process and IFA to reflect consequential changes resulting from the suspension of the procurement process by:

- amending the dates referred to in the indicative timeline;
- amending the Contract Start Date and Service Commencement Date; and
- publishing a new version of the Cash Flow Forecast Template.

Version 3 of the IFA incorporating these amendments is available via the ‘Buyer Attachments’ link within the eTendering system and on the [Gov.uk](http://Gov.uk) website.

Version 2 of the Cash Flow Forecast Template is available via the ‘Buyer Attachments’ link within the eTendering system only.

For clarity of interpretation, any terms which are capitalised but not defined within this letter bear the meaning given to them in the IFA.

### **Requirements upon Applicant Organisations**

Where Applicant Organisations are required to submit Mandatory Attachments including Cash Flow Forecast(s) as part of their Tender they must do so using Cash Flow Forecast Template Version 2.

As set out at paragraph 3.28 of the IFA; if an Applicant Organisations does not submit all of the Mandatory Attachments that it is required to provide in its Tender, its Tender will be rejected. This means any organisation that is required, but fails to, submit Cash Flow Forecast Template Version 2 and instead submits the original Cash Flow Forecast Template will have its Tender rejected.

Applicant Organisations, and in particular those that have submitted a Tender prior to this notice of amendment, are strongly encouraged to review their Tenders to ensure that the correct versions of all Mandatory Attachments are submitted and criteria responses reflect the amended dates in version 3 of the IFA.

Applicant Organisations are required to refer to version 3 of the IFA in preparing their Tender.

For ease of reference the amended indicative timeline is also set out below:

<b>Activity</b>	<b>Timescale</b>
Procurement process for 2015 Duty Provider Crime Contracts opens and available via the LAA's eTendering portal	27 November 2014
Final date to submit questions about this procurement process	12 noon on 15 December 2014
Final 'Frequently Asked Questions' to be published	22 December 2014
Deadline for submission of Tenders	<b>12 noon on 5 May 2015</b>
Notification of outcome of Duty Provider Contract Tenders	<b>September 2015</b>
Contract execution and Contract Start Date	<b>Week commencing 5 October 2015</b>
Mobilisation period	<b>October to January 2016</b>
Service Commencement Date	<b>11 January 2016</b>