



Legal Aid
Agency

Procurement of Criminal Defence Direct Services in England and Wales from 1 June 2020 Invitation to Tender

Amendment Notice with effect from 10 February 2020

On 30 January 2020 the LAA issued an invitation to tender for a Police Station Telephone Advice Contract 2020 to deliver Criminal Defence Direct (“CDD”) Services for 12 months from 1 June 2020 on its e-Tendering portal.

In accordance with paragraph 7.22 of the Information for Applicants (“IFA”) document, Applicants are notified that the LAA has amended the CDD Implementation Plan Pro Forma and IFA to correct the errors detailed below:

1) CDD Implementation Plan Pro Forma_v.1 – Section 2: Office Infrastructure. This section incorrectly states:

“In boxes 2.1 – 2.2 below, please provide the key activities and milestones required to be able to meet the IT and telephony infrastructure requirements of the CDD Service and dates by which you expect to have completed these”

It now correctly states:

“In boxes 2.1 – 2.2 below, please provide the key activities and milestones required to be able to meet the Office infrastructure requirements of the CDD Service and dates by which you expect to have completed these”

CDD Implementation Plan Pro Forma_v.2 incorporates this amendment. Version 2 is available via the ‘Buyer Attachment’ link within the e-tendering system.

2) IFA – The embedded hyperlink to the web page containing the contract document has been corrected in the following places within the IFA: page 2, paragraph 1.7 and paragraph 1.45.

Version 2 of the IFA incorporates this amendment. Version 2 of the IFA is available via the ‘Attachments’ link within the e-tendering system and is also available on the Gov.uk website.

Requirements upon Applicants

Applicants are required to refer to:

- version 2 of the IFA; and
- CDD Implementation Plan Pro Forma_v.2

when preparing their Tender.

Applicants that have already submitted or started to complete the CDD Implementation Plan Pro Forma must ensure that they submit version 2 of the CDD Implementation Plan Pro Forma with their CDD ITT Response.

If an Applicant submits version 1 of the CDD Implementation Plan Pro Forma, the consequence will be that the Applicant may give the LAA a lower level of confidence that the Applicant will be ready to deliver the CDD Service by the Service Commencement Date and achieve a lower score for Quality Award Criterion 4: Implementation of the Service as a result.