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Contract

## **PR Services**

Post Office Limited

F20: Modification notice

Notice identifier: 2024/S 000-025268

Procurement identifier (OCID): ocds-h6vhtk-048985

Published 9 August 2024, 2:59pm

## **Section I: Contracting authority/entity**

### **I.1) Name and addresses**

Post Office Limited

100 wood street

london

uk

#### **Email**

[procurement@postoffice.co.uk](mailto:procurement@postoffice.co.uk)

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

#### **Companies House**

02154540

**Internet address(es)**

Main address

[WWW.POSTOFFICE.CO.UK](http://WWW.POSTOFFICE.CO.UK)

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

PR Services

Reference number

C101555

#### **II.1.2) Main CPV code**

- 79416000 - Public relations services

#### **II.1.3) Type of contract**

Services

### **II.2) Description**

#### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

#### **II.2.4) Description of the procurement at the time of conclusion of the contract:**

Public relations services

#### **II.2.7) Duration of the contract, framework agreement, dynamic purchasing system or concession**

Duration in months

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## **Section IV. Procedure**

### **IV.2) Administrative information**

#### **IV.2.1) Contract award notice concerning this contract**

Notice number: [2020/S 245-609030](#)

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## **Section V. Award of contract/concession**

### **Contract No**

c101555

### **V.2) Award of contract/concession**

#### **V.2.1) Date of conclusion of the contract/concession award decision:**

7 October 2021

#### **V.2.2) Information about tenders**

The contract/concession has been awarded to a group of economic operators: No

#### **V.2.3) Name and address of the contractor/concessionaire**

Cardew Group Limited

london

Country

United Kingdom

NUTS code

- UK - United Kingdom

Companies House

02619626

The contractor/concessionaire is an SME

No

#### **V.2.4) Information on value of the contract/lot/concession (at the time of conclusion of the contract;excluding VAT)**

Total value of the procurement: £738,108

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## **Section VI. Complementary information**

### **VI.4) Procedures for review**

#### **VI.4.1) Review body**

Royal Courts Of Justice

london

Country

United Kingdom

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## **Section VII: Modifications to the contract/concession**

### **VII.1) Description of the procurement after the modifications**

#### **VII.1.1) Main CPV code**

- 79416000 - Public relations services

#### **VII.1.3) Place of performance**

NUTS code

- UK - United Kingdom

#### **VII.1.4) Description of the procurement:**

Public Relations

#### **VII.1.5) Duration of the contract, framework agreement, dynamic purchasing system or concession**

Duration in months

36

#### **VII.1.6) Information on value of the contract/lot/concession (excluding VAT)**

Total value of the contract/lot/concession:

£1,107,162

#### **VII.1.7) Name and address of the contractor/concessionaire**

Cardew Group Ltd

london

Country

United Kingdom

NUTS code

- UK - United Kingdom

Companies House

02619626

The contractor/concessionaire is an SME

No

## **VII.2) Information about modifications**

### **VII.2.1) Description of the modifications**

Nature and extent of the modifications (with indication of possible earlier changes to the contract):

The modification is permissible under regulation 72(1)(b) of the Public Contracts Regulations 2015.

The additional services became necessary in January 2024. The increased levels of public scrutiny POL was under due to the Horizon IT Inquiry combined with the vacancy created by the sudden departure of POL's Group Director of Corporate Affairs, Communication and Brand, combined with the temporary re-organisation of its public affairs team, meant that POL required a substantial increase in communications support over and above those services covered by POL's retainer with the contractor. POL intends to conduct a competition for these services from July, in order to have a new contract in place by 31st December 2024 when the current contract expires; however, a significant increase in public and media interest has meant additional support is needed during the period from January 2024 to July 2024. From August 2024 POL will return to an enhanced retainer.

The value of the proposed additional services is not more than 50% of the original contract value. The original contract value was £738,108. The modification is valued at

£369,054, Total contract value is £1,107,162.

### **VII.2.2) Reasons for modification**

Need for additional works, services or supplies by the original contractor/concessionaire.

Description of the economic or technical reasons and the inconvenience or duplication of cost preventing a change of contractor:

A change of contractor could not be made during this period for technical reasons because the contractor has established a deep understanding of POL's business operations and its communications needs. The requirement for the Additional Services occurred suddenly and another provider would not have had time to develop that know-how to be able to provide the required surge in services during the period from January 2024 to July 2024. POL could not have appointed another supplier in the short term to provide the additional services up to December 2024 while POL takes steps to procure an alternative provider in the medium term from December 2024. An alternative contractor would not be able to provide the services in the interim until such competition for the future services can be conducted.

If POL had changed the contractor during the period January 2024 to July 2024, POL would have suffered substantial inconvenience and/or duplication of costs. Changing to a contractor without the current contractor's unique know-how would have caused disruption to POL's business at a critical time for the business and its Postmasters. The surge in capacity necessitated by the aforementioned events were required immediately such that, while POL can, and intends to, run a competition in the medium term, it could not have done so in the immediate term. Were POL to appoint a second service provider during the period January to July 2024, it would have been paying for the same service twice and would, therefore, have been duplicating costs.

The value of the proposed additional services is not more than 50% of the original contract value. The original contract value was £738,108. The modification is valued at £369,054, Total contract value is £1,107,162.

### **VII.2.3) Increase in price**

Updated total contract value before the modifications (taking into account possible earlier contract modifications, price adaptations and average inflation)

Value excluding VAT: £738,108

Total contract value after the modifications

Value excluding VAT: £1,107,162

