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Tender

Legible London 4

Transport for London

F02: Contract notice

Notice identifier: 2023/S 000-029612

Procurement identifier (OCID): ocds-h6vhtk-03fad5

Published 6 October 2023, 5:31pm

The closing date and time has been changed to:

10 November 2023, 12:00pm

See the [change notice](#).

Section I: Contracting authority

I.1) Name and addresses

Transport for London

5 ENDEAVOUR SQUARE

LONDON

E201JN

Contact

Beth Doran

Email

bethdoran@tfl.gov.uk

Telephone

+44 7547100796

Country

United Kingdom

Region code

UKI - London

Justification for not providing organisation identifier

Not on any register

Internet address(es)

Main address

www.tfl.gov.uk

Buyer's address

<http://TfL.sourcing-eu.ariba.com>

I.3) Communication

The procurement documents are available for unrestricted and full direct access, free of charge, at

<http://TfL.sourcing-eu.ariba.com>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<http://TfL.sourcing-eu.ariba.com>

I.4) Type of the contracting authority

Body governed by public law

I.5) Main activity

General public services

Section II: Object

II.1) Scope of the procurement

II.1.1) Title

Legible London 4

Reference number

WS1142858142 / tfl_scp_002338

II.1.2) Main CPV code

- 50000000 - Repair and maintenance services

II.1.3) Type of contract

Services

II.1.4) Short description

Transport for London (TfL) is seeking to undertake a procurement of services for the Legible London map-based on-street signage programme. The procurement comprises the manufacture, supply, installation and maintenance of Legible London products, which are wayfinding totems.

The procurement is for a framework agreement for an initial term of two (2) years with the option at TfL's sole discretion to extend up to a further two (2) years.

II.1.5) Estimated total value

Value excluding VAT: £3,500,000

II.1.6) Information about lots

This contract is divided into lots: No

II.2) Description

II.2.2) Additional CPV code(s)

- 31523200 - Permanent message signs
- 34992300 - Street signs
- 44423400 - Signs and related items
- 45233260 - Pedestrian ways construction work
- 45233293 - Installation of street furniture
- 51000000 - Installation services (except software)

II.2.3) Place of performance

NUTS codes

- UKI - London

Main site or place of performance

London

II.2.4) Description of the procurement

Legible London is a map-based, street-level pedestrian information system that encourages people to walk. It was developed by TfL with the support of the London Boroughs and aims to promote walking by tackling a key barrier: the lack of clear and consistent on-street wayfinding information. The programme comprises an integrated signing and mapping system, which incorporates local identity and branding throughout the Capital.

The contract shall be for the provision of:

1. The manufacture and supply of Legible London products, including the production of replacement signs, panels and map refreshes;
2. The installation of Legible London products, including necessary procedures for groundworks and permissions (including responsibility for required permits, consents and licenses);
3. The reactive maintenance/making safe and installation of replacement parts and map refreshes of the Legible London wayfinding system;
4. A comprehensive works management data log to track all activities undertaken on Legible London signs, products and replacement parts with regular reporting to TfL.

Additional, ancillary or incidental works, services or supplies related to the scope described above may be required to facilitate the delivery of each call-off contract.

This may include:

- i. the cleaning of Legible London products, including graffiti removal, sticker removal and/or removal of other items which impact the appearance and legibility of the product as required.
- ii. undertaking inspections and audits of Legible London signage within the Greater London Authority area.

The contract will be in the form of a single supplier framework, with the agreement available to:

(i) the Greater London Authority or any of its subsidiaries or other functional bodies (from time to time);

(ii) any of the London Boroughs; and/or

(iii) any contractor (including a developer) nominated by:

- Transport for London;
- any other member of the TfL Group or the Greater London Authority;
- any of its subsidiaries or other functional bodies (from time to time);
- any of the London Boroughs; or
- any combination of such parties.

The proposed framework agreement term is for two (2) years from August 2024 with the option to extend up to two a further (2) years.

The procurement documents issued with this Contract Notice via SAP Ariba provide a detailed representation of the requirements under this contract and the process to appoint the successful supplier.

II.2.5) Award criteria

Price is not the only award criterion and all criteria are stated only in the procurement documents

II.2.6) Estimated value

Value excluding VAT: £3,500,000

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

Duration in months

24

This contract is subject to renewal

Yes

Description of renewals

The contract can be extended at TfL's sole discretion incrementally or in full after the initial term of two (2) years for a maximum extension period of two (2) years.

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.14) Additional information

The value stated in Section II.1.5 and Section II.2.6 represents the maximum estimated value of works, services and/or supplies anticipated across the four (4) year period (should TfL choose to extend beyond the initial two (2) year period). The estimated total value range may be 3,000,000 to 3,500,000 GBP.

No guaranteed volumes are provided for under this Framework.

TfL is conducting this procurement pursuant to the PCR 2015 under the Restricted procedure.

TfL will be using its SAP Ariba portal to manage communication with suppliers who express interest in this procurement in response to this Contract Notice.

Section III. Legal, economic, financial and technical information

III.1) Conditions for participation

III.1.2) Economic and financial standing

Selection criteria as stated in the procurement documents

III.1.3) Technical and professional ability

Selection criteria as stated in the procurement documents

Section IV. Procedure

IV.1) Description

IV.1.1) Type of procedure

Restricted procedure

IV.1.3) Information about a framework agreement or a dynamic purchasing system

The procurement involves the establishment of a framework agreement

Framework agreement with a single operator

IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes

IV.2) Administrative information

IV.2.1) Previous publication concerning this procedure

Notice number: [2023/S 000-026486](#)

IV.2.2) Time limit for receipt of tenders or requests to participate

Originally published as:

Date

3 November 2023

Changed to:

Date

10 November 2023

Local time

12:00pm

See the [change notice](#).

IV.2.3) Estimated date of dispatch of invitations to tender or to participate to selected candidates

8 December 2023

IV.2.4) Languages in which tenders or requests to participate may be submitted

English

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: No

VI.3) Additional information

Suppliers are required to respond to all sections of the SSQ and must submit responses in accordance with the instructions and response deadline stated in section IV.2.2. Each response must be submitted electronically via the SAP Ariba portal.

Instructions for accessing SAP Ariba and Procurement Documents:

To access the procurement documents on SAP Ariba, potential suppliers should:

- Step 1: Visit the SAP Ariba platform using the following link
<https://service.ariba.com/Supplier.aw/109539051/aw?awh=r&awssk=fx3TUYr9&dard=1&ancdc=1>

- Step 2:

- o If new to SAP Ariba, click 'Register Now' and create a standard SAP Ariba account by providing the requested company and administrator information and providing a password which contains a capital letter, a number and a special character; or

- o If already an account holder on SAP Ariba, log in using your log in details. Those who are already registered as a TfL Supplier on SAP Ariba, will still need to follow Step 5 below in order to be added as a participant.

Please note, if new to SAP Ariba, the SAP Ariba platform may ask you to review and check for duplicate accounts that others in your business may have set up previously. If there are duplicate accounts, either contact the relevant account administrator using the SAP Ariba functionality or if you require a separate account for access to TfL procurements then please select 'back' and select 'continue account creation'.

- Step 3: Confirm your email address once the confirmation email has been sent.

- Step 4: Confirm in the SAP Ariba platform what type of goods /services you supply.

- Step 5: Send an email to bethdoran@tfl.gov.uk with the information from Steps 2 to 4 including your Business Network ID and the respondent's company name, username and administrator email.

- Step 6: Use the unique link in the response email to access SAP Ariba.
- Step 7: When you have access to the procurement's main home page on SAP Ariba SAP Ariba, click on the 'Intend to Participate' button icon in order to fully register against the contract opportunity.
- Step 8: In the main menu bar at the left of the website click the 'All Content' to see all documentation. Prospective respondents must follow the instructions in the Selection Questionnaire when completing and submitting the response to the Selection Questionnaire.

SAP Ariba Supplier Registration Help Page:

https://help.sap.com/docs/ARIBA_NETWORK_SUPPLIERS/ddd75910f67b4212b1c83f9d68cd2f01/de32f3eaf0181014be26e0d2a68be9ef.html.

If you have any queries regarding your registration, please email:

Ariba_Supplier_Enablement@tfl.gov.uk

TfL reserves the right without notice to change the procurement process detailed in the procurement documents or to amend the information provided, including, but not limited to, changing the timetable, the scope and the procurement process. This will be subject to the normal rules of public law and transparency.

Moreover, TfL reserves the right to provide further information to supplement the procurement process. Suppliers enter this procurement process at their own risk. TfL shall not accept liability nor reimburse a tenderer for any costs or losses it incurs in relation to its participation in the procurement process, regardless of whether or not TfL has made changes to the procurement process.

TfL also reserves the right, at any point and without notice, to discontinue the procurement process without awarding a contract, whether such discontinuance is related to the content of tenders or otherwise.

The Contracting Authority strongly encourages those interested in tendering to undertake their activities in line with Responsible Procurement principles. Further information on TfL's Responsible Procurement policies can be found on the following website:

<https://tfl.gov.uk/corporate/publications-and-reports/procurement-information>.

The UK government has announced its commitment to greater data transparency. Accordingly, TfL reserves the right to publishing its tender documents, contracts and data from invoices received. In doing so, TfL may at its absolute discretion take account of the exemptions that would be available under the Freedom of Information Act 2000 and Environmental Information Regulations 2004.

Further information on TfL may be found at www.tfl.gov.uk.

VI.4) Procedures for review

VI.4.1) Review body

High Court of England and Wales

Royal Courts of Justice, Strand

London

WC2A 2LL

Country

United Kingdom