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Tender

Solicitors Services Framework

Llywodraeth Cymru / Welsh Government - Commercial Delivery

F02: Contract notice

Notice identifier: 2024/S 000-030209

Procurement identifier (OCID): ocds-h6vhtk-0457e9

Published 20 September 2024, 2:55pm

Section I: Contracting authority

I.1) Name and addresses

Llywodraeth Cymru / Welsh Government - Commercial Delivery

Cathays Park

Cardiff

CF10 3NQ

Email

commercialprocurement.professionalservices@gov.wales

Country

United Kingdom

NUTS code

UKL - Wales

Internet address(es)

Main address

<https://gov.wales/public-sector-procurement>

Buyer's address

https://www.sell2wales.gov.wales/search/Search_AuthProfile.aspx?ID=AA27760

I.2) Information about joint procurement

The contract is awarded by a central purchasing body

I.3) Communication

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

<https://supplierlive.proactisp2p.com/Account/Login>

Additional information can be obtained from the above-mentioned address

Tenders or requests to participate must be submitted electronically via

<https://supplierlive.proactisp2p.com/Account/Login>

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

Solicitors Services Framework

II.1.2) Main CPV code

- 79100000 - Legal services

II.1.3) Type of contract

Services

II.1.4) Short description

Solicitors Services

II.1.5) Estimated total value

Value excluding VAT: £50,000,000

II.1.6) Information about lots

This contract is divided into lots: Yes

Tenders may be submitted for all lots

II.2) Description

II.2.1) Title

Adult social services

Lot No

1

II.2.2) Additional CPV code(s)

- 79100000 - Legal services
- 79111000 - Legal advisory services

- 79112000 - Legal representation services
- 79130000 - Legal documentation and certification services
- 79140000 - Legal advisory and information services

II.2.3) Place of performance

NUTS codes

- UKL - Wales

II.2.4) Description of the procurement

8.2. Within this Lot, legal advice and services may be required in relation to, but not restricted to:

8.2.1. Legal advice to social work teams;

8.2.2. Advice relating to health and social care including mental health, community care, residential care, older people, people with disability, elderly mentally infirm and all other aspects of social care;

8.2.3. Proceedings relating to health and social care matters;

8.2.4. Public interest immunity issues including attendance at court;

8.2.5. Advice and conduct of proceedings relating to judicial review; and

8.2.6. Court of Protection.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Child social services

Lot No

2

II.2.2) Additional CPV code(s)

- 79100000 - Legal services
- 79111000 - Legal advisory services
- 79112000 - Legal representation services
- 79130000 - Legal documentation and certification services
- 79140000 - Legal advisory and information services

II.2.3) Place of performance

NUTS codes

- UKL - Wales

II.2.4) Description of the procurement

9.2. Within this Lot, legal advice and services may be required in relation to, but not restricted to:

9.2.1. Public interest immunity issues including attendance at court;

9.2.2. Advice and conduct of proceedings relating to judicial review;

9.2.3. Legal advice to social work teams;

9.2.4. Children Act proceedings in all courts;

9.2.5. Adoption and Children Act proceedings in all courts; and

9.2.6. Fostering and adoption advice.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Civil litigation

Lot No

3

II.2.2) Additional CPV code(s)

- 79100000 - Legal services
- 79111000 - Legal advisory services
- 79112000 - Legal representation services
- 79130000 - Legal documentation and certification services
- 79140000 - Legal advisory and information services

II.2.3) Place of performance

NUTS codes

- UKL - Wales

II.2.4) Description of the procurement

10.2. Within this Lot, legal advice and services may be required in relation to, but not restricted to:

10.2.1. County Court proceedings (claimant and defendant);

10.2.2. High Court proceedings (claimant and defendant);

10.2.3. Judicial review proceedings;

10.2.4. Magistrate Court civil actions;

10.2.5. Licensing proceedings/appeals;

10.2.6. Possession proceedings;

10.2.7. Anti-Social Behaviour Orders;

10.2.8. Enforcement proceedings;

10.2.9. Bankruptcy and insolvency proceedings;

10.2.10. Housing disrepair claims;

10.2.11. Injunctions;

10.2.12. Planning public inquiries/appeals;

10.2.13. Personal injury;

10.2.14. Housing law;

10.2.15. Licensing law;

10.2.16. Travellers;

10.2.17. Alternative dispute resolution;

10.2.18. Procurement cases;

10.2.19. Competition law cases;

10.2.20. First Tier and Upper Tribunal proceedings; and Coroner's inquests.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Corporate governance & ethical standards

Lot No

4

II.2.2) Additional CPV code(s)

- 79100000 - Legal services
- 79130000 - Legal documentation and certification services
- 79140000 - Legal advisory and information services
- 79111000 - Legal advisory services
- 79112000 - Legal representation services

II.2.3) Place of performance

NUTS codes

- UKL - Wales

II.2.4) Description of the procurement

11.2. Within this subject area, legal advice and services may be required in relation to, but not restricted to:

11.2.1. Monitoring officers support;

11.2.2. Advice to standards committee;

11.2.3. Investigations;

11.2.4. Advice on council constitutions and governance issues;

11.2.5. Ombudsman complaints;

11.2.6. Freedom of Information and Data Protection;

11.2.7. Local authority powers and vires; and

11.2.8. General local authority law.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Criminal litigation

Lot No

5

II.2.2) Additional CPV code(s)

- 79100000 - Legal services
- 79111000 - Legal advisory services
- 79112000 - Legal representation services
- 79130000 - Legal documentation and certification services
- 79140000 - Legal advisory and information services

II.2.3) Place of performance

NUTS codes

- UKL - Wales

II.2.4) Description of the procurement

12.2. Within this subject area, legal advice and services may be required in relation to, but not restricted to:

12.2.1. Magistrates proceedings (claimant and defendant);

12.2.2. Crown Court proceedings (claimant and defendant);

12.2.3. Judicial review proceedings;

12.2.4. Magistrate Court civil actions;

12.2.5. Enforcement proceedings;

12.2.6. Injunctions;

12.2.7. Health and Safety prosecutions;

12.2.8. Food prosecutions;

12.2.9. Trading Standards prosecutions;

12.2.10. Planning prosecutions; and

12.2.11. Fraud prosecutions.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Education law

Lot No

6

II.2.2) Additional CPV code(s)

- 79100000 - Legal services
- 79130000 - Legal documentation and certification services
- 79140000 - Legal advisory and information services
- 79111000 - Legal advisory services

- 79112000 - Legal representation services

II.2.3) Place of performance

NUTS codes

- UKL - Wales

II.2.4) Description of the procurement

13.2. Within this subject area, legal advice and services may be required in relation to, but not restricted to:

13.2.1. Advice to local education authorities and schools;

13.2.2. Special needs tribunals;

13.2.3. School appeals panels;

13.2.4. Legal advice on school governance;

13.2.5. School attendance prosecutions;

13.2.6. School reorganisations;

13.2.7. Public interest immunity issues including attendance at court;

13.2.8. Advice and conduct of proceedings relating to judicial review;

13.2.9. Advice on legislation to universities and further education colleges;

13.2.10. Advice on university and further education college governance;

13.2.11. Advice on further education student complaints; and

13.2.12. Policy advice.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Employment law

Lot No

7

II.2.2) Additional CPV code(s)

- 79100000 - Legal services
- 79111000 - Legal advisory services
- 79112000 - Legal representation services
- 79130000 - Legal documentation and certification services
- 79140000 - Legal advisory and information services

II.2.3) Place of performance

NUTS codes

- UKL - Wales

II.2.4) Description of the procurement

14.2. Within this subject area, legal advice and services may be required in relation to, but not restricted to:

14.2.1. General advice;

14.2.2. Contract formation;

14.2.3. Secondment and loan agreements;

14.2.4. Discrimination law;

14.2.5. Equal pay;

14.2.6. Pensions;

14.2.7. Advice on legislative changes;

14.2.8. TUPE;

14.2.9. Grievance handling;

14.2.10. Dismissal procedures;

14.2.11. Dispute resolution;

14.2.12. Settlement agreements;

14.2.13. Taxation of termination payments, including pot-employment notice pay (PENP) calculations;

14.2.14. Tribunal work;

14.2.15. School employment law;

14.2.16. Other payroll/HR matters;

14.2.17. Police authority work;

14.2.18. Senior Officer Complaints;

14.2.19. Police Staff Appeals.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Major IT & commercial contracts

Lot No

8

II.2.2) Additional CPV code(s)

- 79100000 - Legal services
- 79130000 - Legal documentation and certification services
- 79140000 - Legal advisory and information services

- 79112000 - Legal representation services
- 79111000 - Legal advisory services

II.2.3) Place of performance

NUTS codes

- UKL - Wales

II.2.4) Description of the procurement

15.2. Within this subject area, legal advice and services may be required in relation to, but not restricted to:

15.2.1. Procurement advice;

15.2.2. IT contracts;

15.2.3. Contract advice;

15.2.4. Performance bonds;

15.2.5. Guarantees;

15.2.6. Service level agreements;

15.2.7. Commercial agreements;

15.2.8. Entertainment agreements;

15.2.9. Contract and IP disputes;

15.2.10. Waste management;

15.2.11. Subsidy control;

15.2.12. Charities;

15.2.13. Company law including formation of companies;

15.2.14. Partnership/multi agency agreements;

15.2.15. Funding agreements;

15.2.16. Trust agreements;

15.2.17. Charities;

15.2.18. Joint venture agreements; and

15.2.19. Advice on trademarks, copyright and IPR.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Planning & environment law

Lot No

II.2.2) Additional CPV code(s)

- 79112000 - Legal representation services
- 79111000 - Legal advisory services
- 79100000 - Legal services
- 79130000 - Legal documentation and certification services
- 79140000 - Legal advisory and information services

II.2.3) Place of performance

NUTS codes

- UKL - Wales

II.2.4) Description of the procurement

16.2. Within this subject area, legal advice and services may be required in relation to, but not restricted to:

- 16.2.1. Planning and environmental law advice;
- 16.2.2. Advice on determination of planning applications;
- 16.2.3. Consents and conditions;
- 16.2.4. Section 106 agreements;
- 16.2.5. Planning public enquiries/appeals;
- 16.2.6. Planning prosecutions;
- 16.2.7. Planning enforcement;
- 16.2.8. Contaminated land;
- 16.2.9. Building regulations;
- 16.2.10. Judicial review proceedings;
- 16.2.11. Rights of way;

16.2.12. Drainage;

16.2.13. Commons & village greens;

16.2.14. Highway advice;

16.2.15. Flooding advice; and

16.2.16. Parliamentary agents services (including legislative drafting and advice on vires).

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Property law

Lot No

10

II.2.2) Additional CPV code(s)

- 79100000 - Legal services
- 79111000 - Legal advisory services
- 79112000 - Legal representation services
- 79130000 - Legal documentation and certification services
- 79140000 - Legal advisory and information services

II.2.3) Place of performance

NUTS codes

- UKL - Wales

II.2.4) Description of the procurement

17.2. Within this subject area, legal advice and services may be required in relation to, but not restricted to:

- 17.2.1. Sales of commercial land and property;
- 17.2.2. Purchase of commercial land and property;
- 17.2.3. Lease of commercial land and property;
- 17.2.4. Compulsory Purchase Orders and inquiries;
- 17.2.5. Development agreements;
- 17.2.6. Section 106 agreements;
- 17.2.7. Commercial leases;
- 17.2.8. Redevelopment project agreements;
- 17.2.9. Licences and concession agreements;
- 17.2.10. Agriculture agreements;

- 17.2.11. Highway agreements;
- 17.2.12. Rent review and associated proceedings;
- 17.2.13. Road adoption agreements;
- 17.2.14. Conveyancing ancillary documents/agreements;
- 17.2.15. Sale of land and property;
- 17.2.16. Purchase of land and property;
- 17.2.17. Lease of land and property;
- 17.2.18. Legal charges;
- 17.2.19. Shared ownership;
- 17.2.20. Land tribunal;
- 17.2.21. Compulsory Purchase Orders and public inquiries;
- 17.2.22. Allotment agreements;
- 17.2.23. Rent to buy disposals;
- 17.2.24. Commons and village greens;
- 17.2.25. Land charges;
- 17.2.26. Housing law; and
- 17.2.27. Landlord and tenant.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Public administration law

Lot No

11

II.2.2) Additional CPV code(s)

- 79100000 - Legal services
- 79111000 - Legal advisory services
- 79112000 - Legal representation services
- 79130000 - Legal documentation and certification services
- 79140000 - Legal advisory and information services

II.2.3) Place of performance

NUTS codes

- UKL - Wales

II.2.4) Description of the procurement

18.2. This lot is to cover the requirements of public bodies with regulatory responsibilities or those creating legislation or regulations.

18.3. Within this subject area, legal advice and services may be required in relation to, but not restricted to:

18.3.1. The interpretation of and compliance with legislation or regulations, including those that describe individual organisation's powers or duties and vires and those that more generally impact how public bodies operate. This will include relevant Welsh Language Standards, the Equalities Act, the Well-being of Future Generations Act, the Environment Act and the Social Procurement and Social Partnership Act and any other applicable legislation;

18.3.2. Interpretation of education legislation as it affects all education in Wales;

18.3.3. The operationalising of legislation or Regulations – including the creation of rules or conditions and other regulatory documents, policy, procedures and template documentation;

18.3.4. Reviewing advice or guidance on legislation, regulations, rules or conditions provided by public bodies to those regulated (or users of public services);

18.3.5. Provide advice in relation to regulating governance within the education sector to include:

18.3.5.1. Reviewing advice on education governance;

18.3.5.2. Charity commission role in education in Wales;

18.3.5.3. Registered charities compliance with charity requirements including the Charities Act 2011;

18.3.5.4. Advice on educational oversight of the education sector in the context of Home Office guidance and UK student visa legislation;

18.3.5.5. Financial risk assessment of regulated bodies;

18.3.5.6. Regulatory impact assessments to include all relevant legal requirements to assess impacts;

18.3.6. Decision making and associated documentation and correspondence on issues with legal implications including regulatory decisions, consultations or engagement

activities;

18.3.7. Case law precedent;

18.3.8. Risk mitigation;

18.3.9. Responding to potential or actual challenges to decisions or responding to investigations by other regulators;

18.3.10. Responding to complaints or whistleblowing;

18.3.11. Preparing for a judicial review or other and appointing individuals to act on behalf of the public body;

18.3.12. Options for enforcement action and advice on proportionality;

18.3.13. Reviewing relevant draft documentation; and

18.3.14. Working with other public bodies in Wales or other UK jurisdictions including other regulators.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Construction law

Lot No

12

II.2.2) Additional CPV code(s)

- 79100000 - Legal services
- 79111000 - Legal advisory services
- 79112000 - Legal representation services
- 79130000 - Legal documentation and certification services
- 79140000 - Legal advisory and information services

II.2.3) Place of performance

NUTS codes

- UKL - Wales

II.2.4) Description of the procurement

19.2. Within this subject area, legal advice and services may be required in relation to, but not restricted to:

19.2.1. Construction frameworks and contracts;

19.2.2. PFI agreements;

19.2.3. School construction agreements;

19.2.4. Project documentation and industry forms;

19.2.5. Defects and warranties;

- 19.2.6. Development agreements;
- 19.2.7. Dispute resolution (mediation, adjudication, arbitration, litigation)
- 19.2.8. Building and planning regulations compliance;
- 19.2.9. Regulatory compliance;
- 19.2.10. Environmental and sustainability matters;
- 19.2.11. Procurement;
- 19.2.12. Insurance and bonding, (to include performance bonds);
- 19.2.13. Due diligence;
- 19.2.14. Construction-related insolvency;
- 19.2.15. Health and safety;
- 19.2.16. Parent company guarantees;
- 19.2.17. Policy fulfilment (e.g. modern slavery; and
- 19.2.18. Liquidated damages.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Mutual Investment Model (MIM)

Lot No

14

II.2.2) Additional CPV code(s)

- 79112000 - Legal representation services
- 79111000 - Legal advisory services
- 79130000 - Legal documentation and certification services
- 79140000 - Legal advisory and information services
- 79100000 - Legal services

II.2.3) Place of performance

NUTS codes

- UKL - Wales

II.2.4) Description of the procurement

Please see tender documents for further information

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

II.2) Description

II.2.1) Title

Central Government advice (Welsh Government)

Lot No

13

II.2.2) Additional CPV code(s)

- 79112000 - Legal representation services
- 79130000 - Legal documentation and certification services
- 79140000 - Legal advisory and information services
- 79111000 - Legal advisory services
- 79100000 - Legal services

II.2.3) Place of performance

NUTS codes

- UKL - Wales

II.2.4) Description of the procurement

Please see tender documents for further information.

II.2.5) Award criteria

Quality criterion - Name: Quality / Weighting: 60

Price - Weighting: 40

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

Duration in months

48

This contract is subject to renewal

No

II.2.10) Information about variants

Variants will be accepted: No

II.2.11) Information about options

Options: No

II.2.13) Information about European Union Funds

The procurement is related to a project and/or programme financed by European Union funds: No

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

Open procedure

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: [2024/S 000-014663](#)

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

Date

28 October 2024

Local time

1:00pm

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

English, Welsh

IV.2.7) Conditions for opening of tenders

Date

28 October 2024

Local time

2:00pm

Section VI. Complementary information

VI.1) Information about recurrence

This is a recurrent procurement: Yes

Estimated timing for further notices to be published: 2028

VI.2) Information about electronic workflows

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

VI.3) Additional information

Tender Information:

Please Note: you must be registered on the Proactis Portal to be able to bid for this tender.

Tenderers must express an interest in this tender by completing the following process:

1. Log in to the Proactis Supplier Portal at
<https://supplierlive.proactisp2p.com/Account/Login>
2. Click "Register" under the "Sign Up" option on the Portal homepage (If already registered go to "How to find a tender" below).
3. Enter your correct Organisation Name, Details and Primary Contact Details.
4. An activation email will be sent to the registration email address. Click on the link contained within the email to activate your account.
5. Please enter the information requested, clicking on the blue arrow to move on to the next stage and follow the instructions ensuring that you enter all applicable details.
6. In the Classification section please ensure that you select the Product Classification Codes (CPV Codes) that appear in the tender notice (if they apply to your business), it is essential that only CPV Codes, specific to your organisation are added to your profile.

7. Buyer Selection – At this stage you are required to indicate which Buyer Organisations you would like to register with. Please remember to register with Welsh Government, as this ensures that you will be alerted to all relevant opportunities.

8. Terms & Conditions - Read the terms and conditions of the use of this Supplier Portal and tick the box to denote you have read and understood the terms and that you agree to abide by them. If you do not agree you cannot complete the registration process. Once you have agreed click on the blue arrow to move on to the next stage.

9. Insert a password for the admin user and repeat it. The password MUST be between 6 and 50 characters in length. It must contain at least 2 number(s). Once completed click "OK" and you will enter the Supplier Home page.

Note: If you forget your Password then visit the homepage and click "Cannot access your account?"

How To Find the Tender:

1. The tender reference for this opportunity is: RFX1000001
2. Once logged in you must click on 'Opportunities' on the homepage
3. You can then search for the opportunity by the above reference and click on 'Register Interest'.
4. From the Home Page, go to the "Opportunities" icon, all current opportunities will be listed. You can search for an opportunity by using the above reference "RFX1000001" or by searching by buyers name. Click on the arrow under the field 'Show Me' of the relevant opportunity then click to register your interest on the applicable button.
5. You can now either complete your response or "Decline" this opportunity.
6. All queries must to be made via the messaging system on the Proactis portal. Please note we will NOT accept any questions/queries via telephone/email.
7. Should you have any questions regarding the tender, please use the 'Messages' area to contact the buyer directly – Please do not contact the named person at the top of this notice.

NOTE: To register your interest in this notice and obtain any additional information please visit the Sell2Wales Web Site at

https://www.sell2wales.gov.wales/Search/Search_Switch.aspx?ID=144680.

(WA Ref:144680)

The buyer considers that this contract is suitable for consortia.

VI.4) Procedures for review

VI.4.1) Review body

High Court

Royal Courts of Justice, The Strand

London

WC2A 2LL

Telephone

+44 2079477501

Country

United Kingdom