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Not applicable

## **GLA 82178 - Ballot Paper Procurement**

Transport for London

F14: Notice for changes or additional information

Notice identifier: 2022/S 000-034077

Procurement identifier (OCID): ocids-h6vhtk-037dd1

Published 1 December 2022, 2:27pm

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

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

Transport for London

14 Pier Walk

London

SE10 0ES

#### **Contact**

Miss Lavinia Tidy-Jones

#### **Email**

[laviniatidyjones@tfl.gov.uk](mailto:laviniatidyjones@tfl.gov.uk)

#### **Telephone**

+44 1111

#### **Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://tfl.gov.uk>

Buyer's address

<https://tfl.gov.uk>

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## **Section II: Object**

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

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

GLA 82178 - Ballot Paper Procurement

Reference number

DN635932

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

- 79800000 - Printing and related services

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

Services

#### **II.1.4) Short description**

Brief description of the requirement:

The Greater London Authority London Elects team, on behalf of the GLRO, wishes to procure a Service Provider for the design, print, distribution and project management of approximately 18 million ballot papers ahead of polling day so that every eligible registered has the opportunity to vote, including attainers. Attainers are 16 and 17-year-olds who will turn 18 during this period. In order to ensure successful and timely delivery of the ballot papers, the Service Provider will also be responsible for the overall project management of these activities. This will include, but not be limited to, data management and liaison with relevant third parties and stakeholders such as London Elects, Transport for London (TfL) as the GLA's procurement service provider, individual London Boroughs and any subcontractors appointed for the project.

This exercise does not form part of any formal procurement process. All responses will be carefully considered but will not bind TfL to any particular approach to the procurement, nor will responses be treated as conveying any promise or commitment on the part of the respondent.

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## **Section VI. Complementary information**

### **VI.6) Original notice reference**

Notice number: [2022/S 000-030730](#)

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## **Section VII. Changes**

### **VII.1) Information to be changed or added**

#### **VII.1.2) Text to be corrected in the original notice**

Section number

DEFAULT

### **VII.2) Other additional information**

Additional information:

A) Change to e-tendering portal, details below:

We propose to run an SSQ and ITT process which will include all of the requirements for the

projects. Further details on the registration process can be found below:

In order to respond to this proposed sourcing activity, you must be registered on the SAP Ariba platform.

To Participate in the sourcing event, complete the following steps:

1. Register Interest for the sourcing event by contacting the Commercial contact listed on

Find a Tender/ Contract Finder posting - [laviniatidyjones@tfl.gov.uk](mailto:laviniatidyjones@tfl.gov.uk)

2. If you have never done business before with TfL and are not a known supplier complete the request form at the following link:

<https://s1-eu.ariba.com/Sourcing/Main/ad/selfRegistration?realm=TfL>

This will create the contact within Ariba to enable invite participation.

### 3. Create an Ariba Business Network account

If you require any further assistance with the above steps, please do not hesitate to contact

[laviniatidyjones@tfl.gov.uk](mailto:laviniatidyjones@tfl.gov.uk)

B) Change to estimated date of publication of contract notice is now the 03/01/2023.

C) Change to project name: GLA 82178 – Design, Print, Distribution and Project Management for 2024 Mayor of London & London Assembly Election Ballot Papers