**Professional Services Frameworks 3:**

**Transport Planning & Impact Monitoring and Environmental Services Framework**

**Additional Information**

This contract notice (and the associated procurement documents) are published in good faith. No warranty is given as to the accuracy or completeness of the information contained in it. Any liability for inaccuracy or incompleteness is expressly disclaimed by Transport for London (TfL) and its advisors.

Nothing in this contract notice (nor in the associated procurement documents) will be taken as constituting an offer (whether implied or otherwise) or any agreement, whether express or implied between, TfL, any other Contracting Authority and any other party. TfL reserves the right to withdraw from, cancel or amend the procurement process and may award the Framework Agreement in whole, in part or not at all as a result of this call for competition with no liability on its part.

The Contracting Authority expressly reserves the right:

(i) not to award any contract as a result of the procurement process commenced by publication of this notice; and

(ii) to make whatever changes it may see fit to the content and structure of the tendering competition; and in no circumstances will the Contracting Authority be liable for any costs incurred by the candidates. If the Contracting Authority decides to enter into a Framework Agreement with the successful supplier(s), this does not mean that there is any guarantee of subsequent contracts being awarded. Any expenditure, work or effort undertaken prior to contract award is accordingly a matter solely for the commercial judgement of potential suppliers. Any orders placed under this Framework Agreement will form a separate contract under the scope of this framework between the supplier and the specific requesting other contracting body. The Contracting Authority and other contracting bodies utilising the framework reserve the right to use any electronic portal during the life of the agreement.

TfL reserve the right not to consider expressions of interest received after the closing date/time or received by means other than the below instructions.

TfL reserves the right at any stage to reject or disqualify or revise the pre-qualified status of any Tenderer who:

1) Provides information or confirmations which later prove to be untrue or incorrect; and/or

2) Does not submit a tender in accordance with the requirements of this ITT or as directed by TfL during the procurement process; and/or

3) Fulfils any one or more of the criteria detailed in Sections 26- 30 of the Procurement Act 2023.

This procurement process is being conducted electronically on the e-Tendering portal SAP Ariba. The portal can be accessed via the following link:

<https://service.ariba.com/Supplier.aw>

TfL is a complex organisation operating both as an executive agency of the Greater London Authority (GLA) under the direction of the Mayor of London and as provider of transport services. The services may be provided to TfL and/or its subsidiaries and may also encompass London Regional Transport (LRT). TfL will be establishing a Framework Agreement for use by all London Boroughs (and any future successors to these organisations), City of London and the Greater London Authority and all its Functional Bodies.

This Framework is **NIL Value Framework.**

Any orders placed under this Framework Agreement will form a separate contract under the scope of this framework between the supplier and the specific Contracting Authority.

Bidders submit a response to the PSQ at their own risk. All discussions will be conducted in English. Tenders and supporting documents must be priced in Pounds Sterling.

To express an interest in this tender, Bidders need to complete and submit a response to the PSQ in response to the deadline in the Section titled “Scope.” Those who are successful in the PSQ will be invited to tender for the ITT stage.

To access the procurement documents, complete and submit the PSQ, Bidders will need to be registered on the eTendering portal - SAP Ariba.

The following instructions explain TfL's e-tendering portal and provide guidance on how interested parties will be able to communicate with TfL in relation to this exercise.

(1) To register or to check if you are already registered to SAP Ariba, log on to <https://service.ariba.com/Supplier.aw> Interested parties must read the instructions carefully before proceeding with registration. For help on using the SAP Ariba system, please refer to <https://support.ariba.com/Adapt/Ariba_Network_Supplier_Training>

(2) Once you have registered on SAP Ariba (or are already registered), you must also register on TfL's SAP Ariba system through the following link <https://s1-eu.ariba.com/Sourcing/Main/ad/selfRegistration?realm=TfL> Guidance on registering is available through the following link: here <https://content.tfl.gov.uk/supplier-registration.pdf>

(3) Upon completion of steps 1 and/or 2, interested parties must inform professionalsvcsframeworks3@tfl.gov.uk with the following details:

- your organisation name as registered in SAP Ariba;

- your applicable supplier ID associated with TfL in SAP Ariba, in the form of SM Vendor ID, ERP ID, AN ID or ACM ID;

- your single point of contact registered on SAP Ariba; first name and surname;

- your email address registered with SAP Ariba; and

- your role in the organisation as registered with SAP Ariba;

Completion of these steps will enable TfL to invite interested parties to the event in SAP Ariba to gain access to the procurement documents, allowing interested bidders to submit their PSQ submission via SAP Ariba by the deadline stated in Section: Scope.

Please contact Ariba\_Supplier\_Enablement@tfl.gov.uk in the first instance should you experience any problems with the portal for issues related to items 1 and 2 above.

Please contact professionalsvcsframeworks3@tfl.gov.uk should you experience any other problems with the portal following completion of all three steps above.

Further instructions and guidance are included in the SSQ and other procurement documents on SAP Ariba.

Bidders must read the instructions carefully before proceeding with registration and are advised to satisfy themselves that they understand all the requirements of the procurement and terms of the contract and the rules of the procurement process before submitting their tender response.

In accordance with the Procurement Act 2023, please note that the Contract award notices and assessment summaries will be issued under Section 50 and a Section 51 standstill period will be observed at the completion of the ITT stage.