

Invitation to Tender

[SCENARIOS]

PROCUREMENT

ITT EXAMPLE SCENARIO - BRIEF FOR CONSULTANCY SERVICES

The Consultant is to provide proposals for the delivery of the commercial services described below for the typical project described below. The questions are not intended to determine the consultant's knowledge and experience of the Employers schemes but their approach, methodology and thinking in respect of delivering commercial services to achieve TfL Project Objectives.

Project Brief

1. TfL Project Objectives

- Project Objectives:-
- Safety – Safe delivery of works and services
- Delivery – Deliver projects within the specified time, within budget envelope and to specified quality requirements
- Unit Costs & Efficiencies – Match or better 'best in class' unit costs achieved around the globe in comparable sectors and deliver progressive improvement in efficiency
- Closures – minimise the duration of closures and maximise the utilisation of these closures (closure is a planned suspension of the operational railway)
- Reliability – Avoid service affecting defects when assets are brought into operation
- Commercial Objectives:-
- Supply Chain Management
- Configure supply chains to establish relationship for the duration of each programme, provide continuity and opportunity to improve from learning and drive up quality
- Measure performance against Project Objectives (KPIs)
- Performance measures that flow down through the programme supply chain. Maximise supply chain knowledge to improve design, delivery and whole life performance of assets

- Contract Methodology
 - Balanced incentives and compensation mechanisms to stimulate good performance and share consequences of adverse performance
 - Collaboration with supply chain. Establishing collaborative approach that maximises efficiency.
 - Reliable prediction of cost of components over each project stage and whole life of asset.
 - Contracts based on NEC terms, with value for money allocation of responsibility and risk.
 - Neutral cash flow arrangements with supply chain.

2. Project Description

Project: TfL is proposing a major refurbishment and limited capacity upgrade to Bank Underground Station, named the Bank Capacity Upgrade Project (BUP).

Scope of Works: Expansion of the existing ticket hall to provide more capacity, including a new entrance, utilities diversions; relocation of platforms, running tunnels, track, signalling and tunnel services; three new escalators, associated finishes and services; two new mobility impaired lifts, two in existing, associated finishes and services; mechanical cooling to two platforms; replacement of all electrical works, safety and communications systems;

Project Budget: £300m (includes all project on costs and risk allowances)

Programme: Four years

Constraints: The station is to remain operational for the duration of the works; five closures planned for the integration of the new works into service.

3. Services Required

-Procurement: Supplier Engagement

Provision of a supply market capability and capacity assessment report for all elements of the supply chain required for the scheme with recommendations on managing and mitigating supply chain risks.

-Procurement: Strategic Procurement Services

Development of an outline programme procurement strategy for delivery of the whole scheme agreed with stakeholders.

-Procurement: Operational Procurement Services

Delivery of the tender evaluation for the main construction contract, including tender evaluation model and recommendation

4. Tender Deliverables

For each of the services set out above provide details of the methodology for delivering the services to meet TfL's objectives, including:

- the steps and stages;
- key decision points;
- issues likely to arise and their resolution;
- systems and processes used for efficient delivery;
- management of the service including performance monitoring and reporting and customer relationship management; and
- CVs of the personnel you would propose to deliver the service.

Provide details of other services which the tenderer believes will add value to the delivery of Procurement services for TfL.

Note to bidders:

The response to this question will be evaluated in its entirety with one overall score given, up to a maximum of 20% of the total score.

CVs provided should be in the format as stipulated in **ITT2 [3A]** and can be submitted in addition to the the maximum word/page count. If an individual's CV has already been submitted in section **ITT2 [3A]** please refer to it and do not resubmit.

Word Limits: The response must be no more than 4000 words / 8 sides of A4 per response. (CVs word count is not included in these 4000 words).

If CVs are provided then they must be no more than 500 words/ 1 A4 page.

You must indicate the word count at the end of each answer.

Please note that word limits differ between Lots.