**Uniform Tender Clarification Questions Q&As**

**Issued 16 July 2021**

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| **Questions asked** | **Answers provided** |
| Can you please advise if there are maximum word or character restrictions for the Technical Evaluation questions? | There are only restrictions if they are set out in the invitation to tender. Otherwise provide relevant information you think is needed to support your tender |
| Are you expecting bidders to submit the Qualification & Compliance and the Technical Evaluation responses within the Appendix A document or individual responses files for each? | Either is acceptable, but normally tenderers provide individual response files. |
| Because the mailbox was down, will you be extending the deadline? | We have received clarification questions that required time to reply to.  We are therefore giving and extension until 5pm on the 23rd July 2021 |
| We would need the sizing specifications for the Hi-Vis Vests in order for us to quote accurate prices | We have provided an additional document on Contracts Finder to clarify |
| Can we get some more information regarding the fabric specifications for the Coats needed | 100% Polyester PU coated |
| Please can I have some clarification regarding the sizing breakdown of each item ?  We are clear on the qty per item. However how that transpires to qty per size of each style. | We have provided an additional document on Contracts Finder to clarify |
| Please could you provide me with some further information on how we can submit a proposal?  When applying for the tender do we attach all necessary files to this email address for submission? Or is there a portal I’m missing? | You should submit as set out in the Invitation to Tender, which states that:“ All documentation and materials must be received by the Contracting Authority on or before the required relevant deadline for receipt as set out in the Procurement Timetable - Specifically 5pm on 23 July 2021 to [LS019@londonstadium185.com](mailto:LS019@londonstadium185.com). Note that the date has been moved from the 19th July to the 23 July 2021.  Please provide samples at the time of your bid. They should be sent to Alan Skewis, London Stadium, Queen Elizabeth Olympic Park. London, E20 2ST. Samples should be sent so they arrive no later than Monday 25 July 2021  Please ignore any reference to a portal in the ITT. |
| In ‘Appendix C > Hi Vis tab > ‘total’ (column V), the row values are incorrect. The formula does not calculate the correct total. | We have provided an updated document on Contracts Finder to clarify |
| In ‘Appendix C’ > Hi Vis tab > Column R, can you confirm what you mean by ‘H.F.S’ | Halogen free sheath materials |
| Should we cost this on the basis that the given opening stock quantities will be called down in 12 months? | Please assume that the items will be called down immediately to meet our current requirements |
| RZ operates e-mail/webshop order with next day dispatch for several clients. We will assume that delivery cost and order profile information will follow be requested at the next stage | Delivery costs and order profile information should be included in the tenders |
| We will need to adjust the spreadsheet to separate the HFS pricing. Similarly the pricing spreadsheet requires brackets around the print cost to make the cell calculation work column v on hi-vis and column s on the coats sheet. | Adjusting the spreadsheet to provide information in this format is acceptable |
| The numbers are provided for the purpose of tender evaluation. The actual number procured and timing of purchase may vary  I just wanted to advise that if the quantities were to differ greatly pricing could change accordingly. Hope that makes sense | This is understood. |
| I am currently working on our tender for the Uniform ITT and was wondering if you could confirm actual product / garment codes for those other than the YK103. We think we have identified most of them from the photographs but want to ensure we are quoting the exact items you require.  For example, 18 caused us concern as the description references a standard Hi-vis vest but the image is of an executive one | In regard to garment codes, we can provide these but we aren’t particular in that we need to order that exact product. For example, we want Hi Vis tabards in the style requested but they don’t have to be that specific garment. For instance, if there is a product that is in the same style and colours etc but is better quality and cheaper than that would be preferential. Also, just to clarify the excel sheet is what you should go by if there are any discrepancies the word document is more a visual aide in terms of colours and style etc. |
| Am I right in presuming we are also only quoting on the lines in the excel sheet i.e. not the polo shirts in the word document etc. | That is correct the word document is more for reference in terms of the look of the item. The Excel sheet is the items that we will be looking to order in the near future. |
| I have noted that in a number of places reference is made to the London Living Wage - is this an indication that suppliers based in London are preferred? I cannot see definitive reference to supplier location in the documents | There is no preference given based on the location of a supplier.  The text requires that where a supplier is based in London we expect them to comply with London Living Wage requirements. We also would expect a supplier from outside London to be paying a fair wage to staff in line with Government / Local Government policy. |
| Could you also confirm when in the process the samples would be required. | Please provide samples at the time of your bid.  They should be sent to Alan Skewis, London Stadium, Queen Elizabeth Olympic Park. London, E20 2ST. **Samples should be sent so ideally arrive by Monday 25 July 2021, but we recognise that Covid restrictions may mean they arrive later. If his is the case please clarify in your bid. (answer amended 20 July 2021)** |
| I am looking to organise this tender but notice it just has the hi vis stewards wear coats and vests attachments.  In the past London Stadium has required polos, fleeces, soft shells coats caps and suiting etc - is this required too or not part of the tender ? | The tender should be for the items listed only |
| **Added 19 July 2021** |  |
| I have a question with regards to the hi-viz on the current tender you have, we supplied the hi-viz items to the stadium, and on this tender on the hi-viz you have asked for a standard hi-viz and then have it with a pocket – but not as an executive vest.  I just wanted to check that you didn’t want this one, as I was led to believe they wanted the same throughout and the ones we just did with the new logos and positionings was the above link and want to make sure my tender is correct when submitting | In regards to the high viz I would base your tender on the style requested as to keep it in line with all other tenders.  We may after if you are awarded the tender go with the previous style but in the interest of fairness for all parties it is best to stick as close as possible to the requested styles. |
| I have also noticed on the hi-viz spreadsheet neither of the response hi-viz have back logo and back number is this correct?  On the second tab there is a 3 in 1 jacket and on the attached spec there are two jackets under the same number and both are 3 in 1 – one is the Kingsley in male and female and one is the defender in male and female both numbered 38 – can you advise which one you would like so I can add to my tender | In regards to the hi-viz I would follow the excel spreadsheet to the letter in regards to back logos and back numbers as everybody will be following that information and it may affect your tender costs etc to deviate.  In regards to the 3 in 1 jacket we would like to go for the defender 3 please. |
| **Added 20 July 2021** |  |
| I understand that the London Stadium requires 10 samples across each style. However, we are quoting only for 5 styles of coats & vests. We are in the process of providing cost-effective and competitive quotations for the following styles. i.e. execute hi-viz, standard hi.- vis, parka jacket, bomber jacket and corporate jacket.  Is it ok if we provide only one sample per style? (total 5 samples) - this will of course be at our cost. | Yes, this is acceptable |
| Due to the co-vid restrictions at our manufacturing location, our factory operations have significantly been delayed at the moment. Would it be possible for us to send over these samples 2 weeks post submitting the tender documentation? You could expect to receive them by the 1st week of August latest | Yes, this is acceptable |
| Could I please query the sample question further? I have noted a requirement for 10 samples of each product, with one printed/embroidered as per the spec. I'm presuming this can't be the case for every colour option and even for items with very small order numbers? For example, the MV70 is only 4 in total and the red fire jacket is only 17 in terms of the total order | The requirement is for 10 samples of items across the range we have listed. It is NOT of each product. |
| I have noted that you have added some 4XLs in the size columns but some garments, such as the YK103, do not come in 4XL - could you clarify, please? | Only include 4XL where we have asked specifically for these |
| With the garments that do have a 4Xl, such as the padded jacket, how would you like the prices listed, as the 4XLs usually come at a high price - would you like the cost per item column to include the price for the majority of sizes and then the 4XL price listed elsewhere? | Please set this out separately if you think there is a cost premium.  If you cannot get that exact product with the referenced code then please state an alternative that is in the style and colours we require. |
| Are you also able to confirm what you mean by a 'hospitality' jacket.- Is this a suit type jacket or more a casual softshell | Example of we mean by hospitality jacket below |