

Request for Information (RFI)

The Supply and Fit of Flooring

Background

In April 2015 the MOD signed a thirteen year contract with Leidos Europe Ltd to provide the procurement and inventory management of commodity items (as well as the storage and distribution services) historically provided in-house by the Logistic Commodities and Services Operating Centre. Leidos, working with the MOD, will transform the way these services are delivered to ensure requirements continue to be met whilst providing best value for money for the department. The organisation delivering these services is known as Team Leidos.

Summary

Interested parties are invited to provide information regarding the 'Information Requested' and details on your company / organisation (Company Name, Address, Website, Company's House Registration Number and Point of Contact) in writing before **13:00 Hours on Friday 5th November 2021**.

The information is requested to be succinct and concise as possible and should extend to bullet pointed responses only against and in line with question set; for the purpose of this exercise, no publicity material should be included within the response.

The results and analysis of this RFI shall not constitute any form of pre-qualification exercise and any formal procurement process will be undertaken in accordance with EU Procurement Law.

Potential bidders will not be prejudiced by any response or failure to respond to the RFI. Nothing in this RFI, or any other engagements with Industry prior to a formal procurement process, shall be construed as a representation as to Team Leidos ultimate decision in relation to the future requirement. The publication of this RFI and associated documents in no way commits Team Leidos to pursue any tender process for the future requirement.

Please note that by issuing this notice at this stage Team Leidos is NOT seeking Expressions of Interest or bids against this requirement.

Future Arrangements

Team Leidos would like to make markets aware that it intends to invite tenders for its (i) the supply of floor coverings and (ii) the provision of fitting, reactive maintenance and repairs together with associated services for all works projects at a wide-ranging list of designated military sites (both within the UK and abroad), with a view to award a contract that will commence in December 2022.

The duration of the contract is for four years and anticipated spend is estimated to range between £5m and £7m (net VAT) per annum, however, there is no commitment of guaranteed value. The breakdown of the proposed range is as follows:

- **Textile Flooring:** carpet roll, cut lengths, tiles, underlay etc. (approximately 42% of spend)
- **Labour:** preparation work to sub-floor, fitting etc. (approximately 33% of spend)
- **Supply & Fit Materials:** screed, concrete seal, plywood, grippers etc. (approximately 20% of spend)
- **Hard Flooring:** safety roll/ cut lengths, vinyl etc. (approximately 4% of spend)
- **Materials/Consumables:** trims, small materials (approximately 1% of spend)

In addition to the above, we would like to advise that the following geographical areas are to be included in the future requirement:

- **Site Areas:** UK, Gibraltar, Germany, Ascension and Falkland Islands. Locations can vary from stations, camps, and parts of ships and submarines within:
 - Family Quarters
 - Games Area
 - Sergeants'/Officers Mess Bedrooms
 - Ensuite Bathrooms
 - Church
 - Gymnasium/Medical Areas
 - Reception Areas/Conference Rooms etc.

Process

Team Leidos wishes to stimulate interest, information and views across the flooring supply, maintenance and installation market for the supply of this requirement via this Request for Information (RFI) together with other companies whom Leidos believes may be able to provide useful intelligence on our requirement.

Team Leidos is seeking information / views and would be grateful if you could answer the following questions:

General information:

Name	
Position	
Email Address	

Telephone Number	
Company Name	
Number of Employees	
Annual Turnover	
Number of SKU's	
Installation Capable	
Geographical Coverage	

Company Capabilities

1. Does your organisation currently act as a management company or manufacture, distribute, maintain or install any of these products and services?
2. Please confirm which product types and services you would be able to supply.
3. Please indicate whether you would be able to supply the entire range of products and supply under a single-supplier contract.
4. Please advise if the price of a carpet would increase in correlation with the amount of colours offered for that range, i.e. would the price go up if there were a large number of colours on offer compared to if it was restricted to approximately 4 for that range?
5. Please advise if on site quotations are provided free of charge? In addition, please confirm if cancelled or appointments that are required to be rearranged are also done free of charge?
6. Please advise what your pricing structure would be for the range of products as part of this requirement, using the table below if required.
7. How do you monitor and manage fluctuations in the market? Do you use any form of published index/ indices? If so, please specify.
8. Do you have the ability to offer services throughout UK, Germany and Falkland Islands for reactive maintenance services and minor works where the customer requires a contractor on a reactive maintenance call-out basis or if the site is undergoing refurbishment works involving other contractors or alternatively just requires a complete flooring replacement?
9. Are you currently providing these products and services elsewhere in the Public Sector? (If so please detail where possible).
10. Are in-house and sub-contractor employees security cleared to Security Check or Disclosure and Barring Service levels to enter MOD sites? If not would you foresee any obstacles to employees gaining such clearances?

11. Please briefly explain the project team set up if you were to deliver this requirement and whether any support would be provided free of charge i.e. regional coordinator, dedicated helpdesk team et cetera.
12. Please indicate the maximum duration you would advise be applied to fixed contract prices, for example one/ two years.
13. What innovation can you offer to reduce the cost of these products and services in supplying to Leidos and the MOD?
14. What would further incentivise you to bid against the requirement for this requirement?
15. Is there anything that we could be doing better?
16. Please confirm whether the information presented in this RFI was clear & sufficient.

Please Provide Prices for the following	£
<i>Please advise if there are any other costs that would be associated with any installation requirement. Please confirm if the installation price is the same across all geographical areas. If not, please detail how this is priced.</i>	
Installation	
Per Square Meter	
Per Hour	
Other Costs	
<i>As part of this Request for Information, we are also providing a list of items for your information. We would like to ask all the market to advise of the general pricings associated with each item and the pricing structure.</i>	
1. Cut pile tufted heather effect; heavy duty domestic carpet; supply only; full roll;4m wd;25m lg	
2. Fibre bonded carpet;80% polyamide, 10% recycled polyester fibre bonded pile; supply only; full roll;2m wd;30m lg	
3. Woven axminster style carpet;supply only;full roll;3.66m wd;30m roll lg	
4. Flocked carpet tiles; supply only;500mm wd;500mm lg; pile nylon 66 heavy duty	
5. Fibre bonded carpet tile;recycled polyester;80% polypropylene,10% polyamide;500mm wd;500mm lg	
6. Barrier matting standard grade 2m wd; for dirt and moisture control	
7. Dust control heavy duty grade barrier matting 2m wd; for dirt and moisture control	
8. Flocked carpet; supply only; full roll;2m wd;30m lg; pile nylon 66 heavy duty	
9. Linoleum sheet; supply only; full roll;2.5mm thk;2m wd;32m lg	
10. Vinyl safety flooring sheet; r10 lifetime slip resistance; supply only; full roll;2mm thk;2m wd;25m lg	

11. Vinyl safety flooring; lifetime slip resistance r11;supply only; full roll;2mm thk;2m wd;25m lg	
12. Anti-static safety flooring tile; supply only;2mm thk;615mm wd;615mmlg	
13. Underlay; supply only; full roll;7mm thk;1370mm wd;11m lg; density 145 kg/m2	
14. Underlay high density crumb rubber; supply only; full roll;6mm thk;1370mm wd;11m lg; density 415 kg/m2	
15. Underlay high density crumb rubber; supply only; full roll;9mm thk;1370mm wd;11m lg; density 415 kg/m2	
16. Underlay high density supply only full roll 9mm thick	
17. Luxury vinyl plank;5mm thk;1500mm wd;280mm lg; oak colour	
18. Vinyl sheet; heavy contract;2mm thk;2m wd; cut to length up to 24m;beech colour	