

Tender: Legal Services - Clarification Questions and Answers

Please find below a list of clarification questions regarding the UKAD open Tender for Legal Services

Question 1	Can you confirm whether your tender for legal services is split in to Lots, and we are able to tender for sections 2 and 3, Contract Work and Data Protection/GDPR and FOI, or if we are required to tender for all 3?
Answer 1	The Tender has three areas of work – please pick the one (or more) areas you wish to Tender for. There is no requirement for you to Tender for all three areas.
Question 2	Could you please confirm the extent of advice required in matters concerning Scots law?
Answer 2	We rarely deal with Scottish law matters. Our main areas of work are investigations and proceedings pursuant to the Anti-Doping Rules (with any related hearings conducted in accordance with the Rules of the National Anti-Doping Panel) and contract work, with the governing law of those contracts typically being the law of England and Wales.
Question 3	Are bidders expected to have the capability to advise across all UK jurisdictions?
Answer 3	Yes
Question 4	Would you accept bids for one jurisdiction? For example, a bid to provide legal services in Scotland.
Answer 4	Yes
Question 5	How many firms are you seeking to appoint?
Answer 5	There are three areas of work and we are therefore seeking to appoint a maximum of three firms.

Question 6	Could you please let us know the historic and anticipated volume of work/spend profile split between items 1, 2 and 3 of the work scope?
Answer 6	<p>Based on historic levels, we provide the following as an estimate only (the hours are per year):</p> <ol style="list-style-type: none"> 1. For commercial/contracts, approximately 120 hours; 2. For anti-doping/regulatory matters, approximately 300-500 hours; and 3. For data protection/GDPR and Freedom of Information, approximately 50 hours.
Question 7	We noted the requirement to provide a comprehensive budget for the proposed contract term. Is it possible to provide further information on the number of hours billed by grade of lawyer over the last three years?
Answer 7	The bulk of our external work is carried out at associate / senior associate level.
Question 8	The Instructions for Tenderers document mentions the following items: terms and conditions, Form of Tender, Schedules, Evaluation Form and Schedule of Rates. I would be grateful if you could provide copies of these documents.
Answer 8	<p>The terms and conditions of the contract are to be negotiated with the successful bidder. We refer you to our Form of Tender document which we enclose as requested for further details.</p> <p>We also enclose the Evaluation Form.</p> <p>With respect to the Schedule of Rates, this is for tenderers to prepare (i.e. details of the hourly rates for relevant team members). This does not have to be provided in any particular format.</p>
Question 9	Are there any word counts, or page limits associated with the Content of Tender responses?
Answer 9	There are no word counts or page limits associated with the Content of Tender responses.

Question 10 Are you accepting clarifications via email?

Answer 10 Clarifications are being accepted by email.
