**Query Log – as at 19 November 2018**

| **Date** | **Query** | **LC response** |
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| 13/11 | Please could you clarify if there is a maximum budget for this opportunity | London Councils policy is not to provide a maximum budget, in order to ensure value for money.  We are open to proposals that are clearly costed and where optional elements are separately outlined so that we can compare like with like during the evaluation process.  London Councils is not bound to accept the lowest tender, but rather London Councils intends to commission the most economically advantageous tender and reserves the right to accept or reject all or any part of any tender. |
| 13/11 | We may engage with another provider to support delivery can we use examples and contacts from them for p.11? | Yes, you can use examples from potential consortium partners. |
|  | Digital and marketing - Can you clarify the instruction on p.11 re: Please provide details of at least two contracts from either or both the public or private sector, that are relevant to the Authority’s requirement of digital/marketing' - We cannot find the advice in the ITT regarding this? | This is a transcription error in the ITT submission form which has been brought to our attention. The words digital and marketing should instead be research and consultancy as this is the service the tender is seeking.  We are in the process of correcting the portion of the Suitability Assessment Questionnaire (p.11) where this error has occurred and will be uploading a revised version of the ITT submission form as soon as possible.  Once corrected this query will no longer apply and you will be able to complete section 5 in an appropriate way. |
|  | Can you confirm with regard to p.11 - if you require in addition to the contact details the example of the work undertaken and if so in what format? | This query no longer applies following the correction to the Suitability Assessment Questionnaire as outlined above. All bidders should complete section 5 where appropriate. |
| 13/11 | On p.4 of the ITT you write “… the past two years have seen the introduction of significant legislative changes, as well as changes to how homelessness funding is provided with the introduction of Flexible Homelessness Support Grant (FHSG) in April 2017 …”  On p.5 you write “Provide a detailed assessment on how boroughs have responded to recent changes in legislation and funding through the introduction of FHSG.”  Can we assume, in bidding for this work, that the recent changes in legislation to which you refer are only those which have been introduced in the last two years?  If not, could you indicate how far back you would hope the analysis would go? | We are most focused on the changes from 2017.  If you can make a case for looking in detail then you are welcome to do so, we would not wish to constrain you. Given we are not providing a maximum budget figure, please cost this separately as an optional extra. |
| 13/11 | In terms of the economic and financial standing questionnaire, could you please confirm the turnover threshold for organisations that have been trading for over 12 months? | There is no threshold for turnover – this is to allow newcomers to the market to bid for our work. |
| 19/11  11:49 | We would be grateful for answers to the questions below.  Whether all the boroughs have already agreed to take part and – to save time? | The idea for the research comes through the borough Housing Directors Group, who have agreed the proposal. All boroughs are members of this group. |
| Has London Councils a specific contact in each borough which would be our first port of call? | The first contact would be the Housing Director. |
| Would we have access to any data that London Councils already has in place? | London Councils does not hold very much useful data in this area, but anything we do have would be available to the successful bidder, subject to any GDPR requirements which may arise. |