

CONTRACT NOTICE

RM3785 Managed Print & Digital Solutions

Services

SECTION I: CONTRACTING AUTHORITY

I.1 NAME, ADDRESS AND CONTACT POINT(S)

Official Name The Minister for the Cabinet Office acting through Crown Commercial Service		
Postal Address 9th Floor The Capital Old Hall Street		
Town Liverpool	Postal Code L3 9PP	Country United Kingdom
For the attention of _____		
Contact Point(s) _____		Telephone +44 3450103503
Email(s) supplier@crowcommercial.gov.uk eenablement@crowcommercial.gov.uk		Fax _____

Internet Address(es) (If applicable): General address of the Contracting Authority http://ccs.cabinetoffice.gov.uk Address of the Buyer profile https://gpsesourcing.cabinetoffice.gov.uk
--

Further Information can be obtained at As in above mentioned contact point(s)

Specifications and additional documents can be obtained at (including documents for competitive dialogue and a dynamic purchasing system) As in above mentioned contact point(s)
--

Tenders or requests must be sent to
--

As in above mentioned contact point(s)

I.2 TYPE OF CONTRACTING AUTHORITY

Contracting Authority

Ministry or any other National or Federal Authority, including their regional or local subdivisions

Main Activity(s)

Other : Public Procurement

The Contracting Authority is purchasing on behalf of other Contracting Authorities

Yes

SECTION II: OBJECT OF CONTRACT

II.1 DESCRIPTION

II.1.1 Title attributed to the Contract by the Contracting Authority

Managed Print and Digital Solutions

II.1.2 Type of Contract and Location of Works, Place of delivery of Performance

Services

15 - Publishing and printing services on a fee or contract basis

Main site or Location of Services

UK

NUTS Code and Name

UK - UNITED KINGDOM

II.1.3 Notice involves

ESTABLISHMENT_FRAMEWORK_AGREEMENT

II.1.4 Information on Framework Agreement

Framework agreement with several operators

Maximum number of participants allowed

7

Duration of the framework agreement

48 Month(s)

Justification for a framework agreement, the duration of which exceeds four years

Estimated total value of purchases for the entire duration of the framework agreement

300,000,000.00 GBP

Frequency and value of contracts to be awarded (if known)

II.1.5 Short description of the Contract or Purchase(s)

As the Authority, Crown Commercial Service intends to put in place a Framework Agreement for the provision of Managed Print and Digital Solutions.

The initial duration of this Framework Agreement is for a two (2) year period. The Authority may extend the duration of this Framework Agreement for one (1) year following the expiry of the initial period, and a further option to extend for one (1) year; a maximum Framework Agreement duration of four (4) years. Any extension will be exercised at the sole discretion of the Authority.

The Framework Agreement will be divided into 2 Lots:

Lot 1: Fully Managed End to End Print and Digital Solutions (single Supplier lot):

The scope of service will deliver Fully Managed End to End Print and Digital Solutions and be available to all eligible Contracting Authority Users across Central Government and the wider public sector.

Lot 1 will provide a wide range of Print and digital Solutions and associated services for Contracting Authorities including the delivery and Implementation of an End to End Print and Digital Solution for a range of print requirements including, but not limited to:

- (i) Business operational print;
- (ii) Advertising and marketing print;
- (iii) Security print;
- (iv) Bulk print;
- (v) Printing paper;
- (vi) Bulk envelopes;
- (vii) Large format and wide print;
- (viii) Command and House Papers;
- (ix) Digital asset management (DAM);
- (x) Direct mail and transactional print; and
- (xi) Associated print services such as, storage, fulfilment and distribution, postage, scanning and stock management are only available as part of a core print requirement; and
- (xii) Digital solutions – to support those Contracting Authorities who wish to move towards a more a digital solution.

Lot 2: Tailored Managed Print Solutions (multi Supplier lot):

Lot 2 will provide a wide range of Print and Digital Solutions and associated services for Contracting Authorities who need a further competition to compete their requirements.

The scope of the service will deliver a full range of operational print services, as either a Fully Managed End to End Print and Digital Solutions service or discrete elements of an end to end managed service.

The Supplier shall provide a full range of operational print services including, but not limited to:

- (i) Business operational print;
- (ii) Advertising and marketing print;
- (iii) Security print;
- (iv) Bulk print;
- (v) Printing paper;
- (vi) Bulk envelopes;
- (vii) Large format and wide print;
- (viii) Digital asset management (DAM);
- (ix) Direct mail and transactional print;
- (x) Associated print services such as storage, fulfilment and distribution, postage, scanning and stock management are only available as part of a core print requirement; and
- (xi) Digital solutions – to support those Contracting Authorities who wish to move towards a more a digital solution.

A detailed description of the Goods and Services required under this Framework Agreement are set out in Attachment 4a Specification (Framework Agreement Schedule 2).

The Authority considers that the Transfer of Undertakings (Protection of Employment) Regulations 2006 ("TUPE") may apply for Lot(s) 1 and 2 at Call Off Contract level. It is the responsibility of Potential Providers to take their own advice and consider whether TUPE is likely to apply in particular circumstances of the contract and to act accordingly. The Potential Provider is encouraged to carry out its own due diligence exercise.

Cyber Essentials is mandatory for Central Government Contracts which involve handling personal information and providing certain ICT products and services. The Government is taking steps to further reduce the levels of cyber security risk in its supply chain through the Cyber Essentials scheme. The scheme defines a set of controls which, when properly implemented, will provide organisations with basic protection from the most prevalent forms of threat coming from the internet. There are 2 levels of certification: Cyber Essentials and Cyber Essentials Plus.

To participate in this Procurement, Potential Providers (and Key Sub-Contractors) must be able to demonstrate that you comply with the technical requirements prescribed by Cyber Essentials Plus for Services under and in connection with this Procurement.

The Potential Provider may be awarded a place on the Framework Agreement but shall not enter into any Call Off Procedure and / or any Call Off Contracts with Contracting Authorities until they are able to demonstrate to the Authority that they meet the technical requirements prescribed by Cyber Essentials Plus for Services under and in connection with this Procurement. Further details of Cyber Essentials may be found here:

<https://www.cyberstreetwise.com/cyberessentials/>

Further detail of this mandatory requirement can be found in PPN 09/14.

II.1.6 Common Procurement Vocabulary

Main Object

Main Vocabulary		Suppl. Vocabulary	
Code	Description	Code	Description
79800000	Printing and related services		

II.1.7 Contract covered by the Government Procurement Agreement (GPA)

Yes

II.1.8 Lot Details

Division into lots

Yes

Tenders should be submitted for

One Or More Lots

II.1.9 Variants will be accepted

No

II.2 QUANTITY OR SCOPE OF THE CONTRACT

II.2.1 Total quantity or scope

This procurement is being managed and facilitated by Crown Commercial Service (CCS) (referred to as the Authority). The Authority is acting on behalf of the Contracting Authority throughout the procurement process. The Managed Print and Digital Solutions Framework will be between the successful Supplier(s) and the Contracting Authority, not the Authority.

After the Framework has been awarded, the Authority will manage the strategic and operational contract management activities on behalf of the Contracting Authority.

Value Basis

300,000,000.00 GBP

II.2.2 Options

No

II.3 Duration of the Contract or Time-Limit for Completion

ANNEX B : LOT NO (1)

1. INFORMATION ABOUT LOTS

Lot No 1
Title Fully Managed End to End Print and Digital Solutions
Short Description <hr/> <hr/> <hr/>

2. COMMON PROCUREMENT VOCABULARY

Main Object			
Main Vocabulary		Suppl. Vocabulary	
Code	Description	Code	Description
79800000	Printing and related services		
Additional Object(s)			
Main Vocabulary		Suppl. Vocabulary	
Code	Description	Code	Description
22458000	Bespoke printed matter		
79823000	Printing and delivery services		
64216200	Electronic information services		
79820000	Services related to printing		

3. QUANTITY OR SCOPE

Description The Authority considers that the Transfer of Undertakings (Protection of Employment) Regulations 2006 ("TUPE") may apply for Lot 1 at Call Off Contract level. It is the responsibility of Potential Providers to take their own advice and consider whether TUPE is likely to apply in particular circumstances of the contract and to act accordingly. The Potential Provider is encouraged to carry out its own due diligence exercise.
Value Basis <hr/>

4. INDICATION ABOUT DIFFERENT DATE FOR DURATION OF CONTRACT OR STARTING/ COMPLETION (IF APPLICABLE)

II.3 Duration of the Contract or Time Limit for Completion

5. Additional Information about Lots

The Authority intends to use an eTendering system in this procurement exercise.

ANNEX B : LOT NO (2)

1. INFORMATION ABOUT LOTS

Lot No 2
Title Tailored Managed Print Solutions
Short Description <hr/> <hr/> <hr/>

2. COMMON PROCUREMENT VOCABULARY

Main Object			
Main Vocabulary		Suppl. Vocabulary	
Code	Description	Code	Description
79800000	Printing and related services		
Additional Object(s)			
Main Vocabulary		Suppl. Vocabulary	
Code	Description	Code	Description
64216200	Electronic information services		
22458000	Bespoke printed matter		
79823000	Printing and delivery services		
79820000	Services related to printing		

3. QUANTITY OR SCOPE

Description The Authority considers that the Transfer of Undertakings (Protection of Employment) Regulations 2006 ("TUPE") may apply for Lot 2 at Call Off Contract level. It is the responsibility of Potential Providers to take their own advice and consider whether TUPE is likely to apply in particular circumstances of the contract and to act accordingly. The Potential Provider is encouraged to carry out its own due diligence exercise.
Value Basis <hr/>

4. INDICATION ABOUT DIFFERENT DATE FOR DURATION OF CONTRACT OR STARTING/ COMPLETION (IF APPLICABLE)

II.3 Duration of the Contract or Time Limit for Completion

5. Additional Information about Lots

The Authority intends to use an eTendering system in this procurement exercise and reserves the right to use a reverse auction.

SECTION III: LEGAL, ECONOMIC, FINANCIAL & TECHNICAL INFORMATION

III.1 CONDITIONS RELATING TO THE CONTRACT

III.1.1 Deposits and Guarantees required (if applicable)

Participants will be advised if this is necessary during the procurement. Parent company and/or other guarantees of performance and financial liability may be required by the Authority if considered appropriate.

III.1.2 Main Financing conditions and Payment arrangements and/or reference to the relevant provisions regulating them

III.1.3 Legal form to be taken by the group of economic operators to whom the contract is to be awarded (if applicable)

No legal form is required but, if a Framework is awarded to a Group of Economic Operators, the Contracting Authority may require the Group of Economic Operators to form a legal entity before entering into the Framework.

III.1.4 Other particular conditions to which the performance of the contract is subject (if applicable)

No

III.2 CONDITIONS FOR PARTICIPATION

III.2.1 Personal situation of economic operators, including requirements relating to enrolment on professional or trade registers

Information and formalities necessary for evaluating if the requirements are met; Potential Providers will be assessed in accordance with Section 5 of Chapter 2 of the Public Contracts Regulations 2015, (implementing Title II, Chapter III, Section 3, Sub-section I of Directive 2014/24/EU), on the basis of information provided in response to an Invitation to Tender ("ITT").

This procurement will be managed electronically via the Authority's e-Sourcing Suite. To participate in this procurement, participants must first be registered on the e-Sourcing Suite. If you have not yet registered on the eSourcing Suite, please go online to:

<https://gpsesourcing.cabinetoffice.gov.uk>

you can then access the link 'Register for CCS eSourcing'. Please note that, to register, you must have a valid DUNS number (as provided by Dun and Bradstreet) for the organisation which you are registering, who will be entering into a contract if invited to do so. Full instructions for registration and use of the system can be found at:

<https://www.gov.uk/government/publications/esourcing-tool-guidance-for-suppliers>

Once you have registered on the eSourcing Suite, a registered user can express an interest for a specific procurement. This is done by emailing ExpressionOfInterest@crownccommercial.gov.uk. Your email must clearly state: the name and reference for the procurement you wish to register for; the name of the registered supplier; and the name and contact details for the registered individual sending the email. The Authority will process the email and then enable the supplier to access the procurement online via the e-Sourcing Suite. The registered user will receive a notification email to alert them once this has been done. As a user of the e-Sourcing Suite you will have access to Emptoris email messaging service which

facilitates all messages sent to you and from you in relation to any specific RFX event. Please note it is your responsibility to access these emails on a regular basis to ensure you have sight of all relevant information.

For technical assistance on use of the e-Sourcing Suite please contact Crown Commercial Service Support Desk email: eEnablement@crownccommercial.gov.uk

A full copy of the ITT documentation for this procurement will be available for unrestricted and full direct access, free of charge via Crown Commercial Service website from the date of this publication of the Contract Notice:

<http://ccs-agreements.cabinetoffice.gov.uk/procurement-pipeline>

Responses must be published by the date in IV.3.4.

III.2.2 Economic and Financial Capability

Information and formalities necessary for evaluating if requirements are met:

Information and formalities necessary for evaluating if the requirements are met: Potential Providers will be assessed in accordance with the Invitation to Tender ('ITT'). The Authority may take into account any of the following information:

- a) A copy of your audited accounts for the most recent two years, if they are not available you are to provide one or more of the following in respect of your organisation or proposed Framework Guarantor (as the case may be): if available; or (alternatively):
- b) A statement of the turnover, profit & loss account, current liabilities and assets, and cash flow for the most recent year of trading for this organisation; or
- c) A statement of the cash flow forecast for the current year and a bank letter outlining the current cash and credit position; or
- d) Alternative means of demonstrating financial status if any of the above are not available (e.g. forecast of turnover for the current year and a statement of funding provided by the owners and/or the bank, charity accruals accounts or an alternative means of demonstrating financial status).

Minimum level(s) of Standards possibly required (if applicable):

III.2.3 Technical Capability

Information and formalities necessary for evaluating if requirements are met:

The ITT can be accessed at: <https://gpsesourcing.cabinetoffice.gov.uk> using the instructions detailed in III.2.1 Potential Providers will be assessed in accordance with Section 5 of the Regulations implementing the Directive, on the basis of information provided in response to an ITT.

The Authority will take into account the following information:

- (a) Three Contract examples, from the public or private sector, providing evidence within these contracts that you have the necessary technical and professional capability ensuring similar requirements to those sought under this Procurement have been performed in line with Attachment 2 - Participation Requirements and Selection Questionnaire and Evaluation Guidance.

Contract examples should have been performed over and within the last 3 years only, prior to publication of OJEU notice. The supplier must also provide: (a) Certificates in the form Attachment 2b of the ITT

(titled 'Certificate of Past Performance') from those to whom services from the three Contract examples were provided; or

(b) if any such Certificate cannot be obtained, a Certificate in the same form from the entity that provided the services; together with an explanation of the steps taken to obtain a Certificate from the customer and the reason why a Certificate from the customer is not available. If any Certificate does not state that the services have been provided satisfactorily in accordance with the terms of the Contract in question, information to show the reason why the Contract was not performed satisfactorily will not recur in the performance of the Contract to be awarded.

Where the supplier proposes to rely on other entities (including Key Sub-Contractors or consortium members) to perform the contract, the supplier must describe the function that each such other entity will perform under the Contract and provide the information certificate required in relation to each entity.

(c) The Contracting Authority will also assess whether this selection criterion is met on request from the Framework Agreement user prior to the proposed conclusion of a Call-Off Agreement with a value of £20 million or greater (excluding VAT). Failure to meet the selection criterion set will render the supplier ineligible for that call-off agreement.

Minimum level(s) of Standards possibly required (if applicable):

Any supplier must meet the selection criterion in relation to reliability based on performance of past Contracts – namely, the Authority is satisfied that:

the three Contracts provided by the supplier have been satisfactorily performed in accordance with their terms or,

-where that has not occurred, the reason or reasons why that has not occurred in relation to any such contract, will not recur in the performance of the Framework to be awarded.

Where the supplier proposes to rely on other entities (including Key Sub-Contractors or consortium members) to perform the Framework, then the selection criterion for reliability must be met by each such entity, save as regards Contracts or sub-contracts with a value of less than 5% of the total Framework value and any Key Sub-Contractors not yet appointed.

The Authority will assess whether or not this criterion is satisfied at the selection stage. In relation to the Services to be provided under this Framework, Potential Providers must confirm (in Attachment 2 - Participation Requirements and Selection Questionnaire and Evaluation Guidance, of the ITT suite) if they have, or will have in place, prior to the Activity Commencement Date, certification in the Standards set out below (the Standards are set out in Schedule 7 (Standards) in Attachment 4 - Framework Agreement Terms and Conditions, of the ITT. Cyber Essentials Plus Certification or equivalent (required 30 Working Days prior to the Activity Commencement Date) <https://www.gov.uk/government/publications/cyber-essentials-scheme-overview> - BS EN 15713 (or equivalent Standard) - ISO27001 (Information Security Management) or equivalent Standard - ISO/IEC 27002 (Information Security Management Code of practice) or equivalent Standard - In addition to the above Standards, the successful Supplier will be required to comply with the Contracting Authority's policies which are set out in Schedule 7 (Standards and Policies) in Attachment 4 (Framework Terms and Conditions) of the ITT suite.

III.2.4 Reserved Contract (if applicable)

Existence of Reserved Contracts

III.3 Conditions specific to Services Contracts

III.3.1 Execution reserved to a particular profession

No

III.3.2 Request for the Name and Professional qualifications of the Staff

No

SECTION IV: PROCEDURE

IV.1 TYPE OF PROCEDURE

IV.1.1 Type of Procedure

Open

IV.2 AWARD CRITERIA

IV.2.1 Award Criteria

Most economically advantageous tender in terms of Criteria stated in the specifications, in the ITT or to negotiate or in the descriptive document

IV.2.2 An Electronic auction will be used

No

IV.3 ADMINISTRATIVE INFORMATION

IV.3.1 File Reference Number attributed by the contracting authority (if applicable)

RM3785

IV.3.2 Previous publication(s) concerning the same Contract

Yes

Previous Publication Notice Number in OJ

Prior Information Notice 2016/S 025-040335 published on 05/02/2016 BST

Other previous publications (if applicable)

No

IV.3.4 Time-limit for receipt of Tenders or requests to participate

21/09/2016 15:00 BST

IV.3.6 Languages

Language(s) in which Tenders or requests to participate may be drawn up

English

Other Language(s)

IV.3.7 Minimum Tender Duration

Minimum time frame during which the Tenderer must maintain the Tender

180 Day(s)

IV.3.8 Conditions for opening Tenders

Date

Place (if applicable)

Electronically via web based portal

Persons authorised to be present at the opening of Tenders (if applicable)

No

SECTION VI: COMPLEMENTARY INFORMATION

VI.1 RECURRENT PROCUREMENT

VI.1.1 This is a Recurrent Procurement (if applicable)

No

VI.2 PROJECT AND/OR PROGRAMME FINANCED BY EU FUNDS

VI.2.1 Contract related to a Project and/or Programme Financed by EU Funds

No

VI.3 ADDITIONAL INFORMATION (IF APPLICABLE)

Additional Information

The Authority will host a Bidders Conference to provide Potential Providers with the opportunity to seek clarification on any matters relating to this Procurement and the Tender requirements in an open forum. The Bidders Conference will take place on either 30th August 2016 or 31st August 2016. In order to secure attendance at this event, Potential Providers must nominate a maximum of 2 key personnel from their organisation to attend. Details of attendees must be provided to the Authority via the eSourcing Suite messaging system by no later than 15:00 hours on Friday 26th August 2016.

Potential Providers should note that, in accordance with the UK Government's policies on transparency, the Authority intends to publish the Invitation to Tender (ITT) document and the text of any Framework Agreement awarded, subject to possible redactions at the discretion of the Authority. The terms of the proposed Framework Agreement will also permit a public sector Contracting Authority, awarding a contract under this Framework Agreement, to publish the text of that contract, subject to possible redactions at the discretion of the Contracting Authority. Further information on transparency can be found at:

<http://www.gov.uk/government/publications/procurement-and-contracting-transparency-requirements-guidance>

The Authority expressly reserves the right:

(i) not to award any contract as a result of the procurement process commenced by publication of this notice; and

(ii) to make whatever changes it may see fit to the content and structure of the tendering competition; and in no circumstances will the Authority be liable for any costs incurred by the Potential Provider.

In the event that there is a substantive challenge to the Procurement and such a challenge is confined to a single Lot, the Authority reserves the right to the extent that it is lawful to do so to conclude a Framework Agreement with the successful Potential Provider in respect of the Lot that has not been challenged.

The Framework Agreement will be accessible for use by all Public Sector bodies including their Arm's Length Bodies and agencies; Non-Ministerial Department and Executive Agencies; and the Wider Public Sector (and any future successors to these organisations). As at the publication of this Contract Notice the latest list of these Contracting Authorities can be found in the Office for National Statistics' Public Sector Classification Guide (see the 'Central Government' worksheet in the 'Public Sector Classification Guide – July 2016' spreadsheet found at:

<https://www.ons.gov.uk/economy/nationalaccounts/uksectoraccounts/datasets/publicsectorclassificationguide> (updated from time to time)

Entities which are not public sector bodies may also use the Framework Agreements if the Contracting Authority is satisfied that:

(i) such entity is calling off Services directly, solely and exclusively in order to satisfy contractual obligations to 1 or more public sector bodies, all of which are entitled to use the Framework Agreements on their own account;

(ii) all goods to be Called-Off by it are to be used directly, solely and exclusively in order to satisfy contractual obligations to one (1) or more public sector bodies, all of which are entitled to use the Framework Agreement on their own account; all Services to be Called-Off by it are to be used directly, solely and exclusively by such public sector body(ies); and it will pass the benefit off the Call-Off Contract such public sector body(ies) directly in full and on a purely 'pass-through' basis. Accordingly there must be no mark-up, management fee, Service Charge or any similar cost solely in relation to the Services, to the relevant public sector body(ies) who must be able to benefit from the terms of the Framework in a like manner and to the same extent as if using the Framework Agreements on its/their own account.

This Framework Agreement will also be accessible for use by any corporation established, or a group of individuals appointed to act together, for the specific purpose of meeting needs in the general interest, not having an industrial or commercial character, and

(i) financed wholly or mainly by another Contracting Authority listed above in section VI.3) of this notice;

(ii) subject to management supervision by another Contracting Authority listed above in section VI.3) of this notice; or

(iii) an association of or formed by one (1) more of the Contracting Authorities (listed above in section VI.3 of this notice)

Potential Providers should note that, in accordance with the UK Government's policies on transparency, the Authority intends to publish the Invitation to Tender (ITT) document and the text of any Framework Agreement awarded, subject to possible redactions at the discretion of the Authority. The terms of the proposed Framework Agreement will also permit public sector Contracting Authorities, awarding a contract on this Framework Agreement, to publish the text of that contract, subject to possible redactions' at the discretion of the Contracting Authorities. Further information on transparency can be found at <https://www.gov.uk/government/publications/procurement-and-contracting-transparency-requirements-guidance>.

The Contracting Authority expressly reserves the right

(1) not to award any Framework Agreement as a result of the procurement process commenced by publication of this notice; and

(2) to make whatever changes it may see fit to the content and structure of the tendering competition; and in no circumstance will the Contracting Authority be liable for any costs incurred by the candidates.

(3) If the Contracting Authority decides to enter into a Framework Agreement with the successful Agency, this does not mean that there is any guarantee of subsequent contracts being awarded. Any expenditure, work or effort undertaken prior to the contact award is accordingly a matter solely for the commercial judgement of potential Agencies. Any orders placed under this Framework Agreement will form a separate contract under the cope of this Framework between the Agency and the specific requesting Contracting Body(ies). The Contracting Authority and the other contracting bodies utilising the Framework reserve the right to use any electronic portal during the life of the agreement.

(4) Electronic ordering and/or electronic invoicing and/or electronic payment may be used during the period of the Framework Agreement and throughout the lifespan of any Call Off Agreements.

(5) The value provided in Section II.1.4 is only an estimate. The Contracting Authority does not provide any guarantee in respect of the levels or aggregate value of the Goods and Services which the Contracting Authority shall require the Supplier to provide during the Framework Period.

VI.4 PROCEDURES FOR APPEAL

VI.4.1.1 Body responsible for Appeal Procedures

Official Name _____		
Postal Address _____		
Town _____	Postal Code _____	Country _____
Telephone _____	Fax _____	
Email(s) _____		
Internet Address (URL) _____		

VI.4.1.2 Body responsible for Mediation Procedures (if applicable)

Official Name _____		
Postal Address _____		
Town _____	Postal Code _____	Country _____
Telephone _____	Fax _____	
Email(s) _____		
Internet Address (URL) _____		

VI.4.2 Lodging of Appeals Information on deadline(s) for lodging Appeals _____ _____ _____
--

VI.4.3 Service from which information about the lodging of Appeals may be obtained

Official Name _____

Postal Address _____		
Town _____	Postal Code _____	Country _____
Telephone _____	Fax _____	
Email(s) _____		
Internet Address (URL) _____		

VI.5 DATE OF DISPATCH

Date of dispatch of this Notice 17/08/2016 BST
--