

***Invitation to tender to deliver publicly funded Immigration Telephone Advice to individuals detained at police stations in England and Wales***

**NOTICE TO APPLICANT ORGANISATIONS**

**USE VERSION 2 OF THE EXISTING CONTRACTS FORM WHEN SUBMITTING TENDERS**

On 14 June 2010 we published on our eTendering website the Information for Applicants document (IFA) for those interested in responding to our Invitation to Tender (ITT) to deliver publicly funded Immigration Telephone Advice to individuals detained at police stations in England and Wales.

In accordance with our power under paragraph 11.21 of the Terms and Conditions of Tender in the IFA, we have corrected an error in version 1 of the Existing Contracts Form located in the ITT on the eTendering website. Applicant Organisations were unable to enter details of their name on version 1 of the Existing Contracts Form.

**Steps taken to correct the error in version 1 of the Existing Contracts Form**

Version 1 of the Existing Contracts Form has now been replaced by Version 2 of the Existing Contracts Form, which is available from today in the ITT on the eTendering website.

**Submitting tenders: requirement to use version 2 of the Existing Contracts Form**

Applicant Organisations **must** download, complete and submit version 2 of the Existing Contracts Form with their tender.

An Applicant Organisation that has previously downloaded version 1 of the Existing Contracts Form for completion **must** download, complete and submit version 2 of the Existing Contracts Form with their tender.

An Applicant Organisation that has already submitted a response to the ITT, **must** download, complete and submit version 2 of the Existing Contracts Form by the close of the tender period.

**The deadline for submitting tenders is 12 noon on Friday 9 July 2010.**

Legal and Governance Team  
24 June 2010