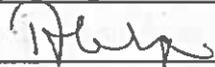


## Greater London Authority

## Single Source Request

<b>SUBJECT</b>	ADD2015 Smart Cities Expo	<b>Date: 7 October 2016</b>	
<b>Originating Department: Intelligence and Analysis</b>			<b>Cost Centre / WBS code No:</b>
<b>Submitted By (Budget Holder):</b>		<b>Prepared By:</b>	
<i>Signature</i>		<i>Signature</i>	
<i>Print</i>	Andrew Collinge	<i>Print</i>	Stephen Lorimer
<b>The Budget Holder accepts that in submitting this single source request it may be subject to challenge as "anti competitive" by an external third party under the EC Treaty of Rome.</b>			

<b>Consultees/Procurement Comments</b>	
<i>Add details as appropriate e.g. Legal Specialist, Sponsor, other staff etc. Consultees may indicate agreement or dissent or make other comments if appropriate.</i>	
<b>Procurement signature (only if approved)</b>	
<i>Signature</i>	<b>Date</b>
<i>Print</i>	<i>Shopping Cart No.</i>
<i>Single Source Request Value: £21,873</i>	<i>PO No.</i>

**1 Purpose of Goods / Services**

To enter a contract with FiraBarcelona to participate in the Smart City Expo and to build the Mayor of London's stand there. We, alongside colleagues at London & Partners have a unique opportunity to promote relationships with other cities and London's smart cities sector firms. To do this, we need to procure a physical stand in the exhibition hall with a programme of presentations and exhibits from the conference organisers.

Cities with advanced smart cities policies and programmes (e.g. New York, Barcelona) will be exhibiting and presenting, allowing City Hall officers to

- gather large amounts of intelligence for future policy and programme development that would take much longer with desk research and one-to-one meetings.
- quickly develop relationships with funders and vendors, increasing City Hall's ability to win income from grants and save money with City Hall staff knowledgeable on the cost of smart cities programmes.

**2 Background**

The Barcelona Smart Cities Expo World Congress is the most important forum in the world for building relationships with cities and suppliers that create smart cities policies and develop new products that deliver smart cities programmes.

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We have regularly had a presence of lead officers and deputy mayors at the expo in recent years. In 2015, the Deputy Mayor for Environment and Energy and the Smart City Lead, each made presentations. This year, we want our ambition to match that of New York and other cities who take an exhibition stand to promote their city's smart agenda and the companies and organisations who contribute to it.

### 3 Alternatives

No alternative providers exist because FiraBarcelona delivers all of the services to design and build stands in-house, precluding us from commissioning a stand from an external providers.

We endeavoured to get value for money from FiraBarcelona and obtained a 25% reduction in the cost of the design and build services.

The alternative to the Barcelona Smart City Expo would be at competitor summits such as Lisbon Web Summit, SXSW Interactive in Austin, the Stockholm Symposium or Berlin Tech Open Air. On advice from London & Partners, who are experienced in taking delegations abroad, we are getting very good value in the price of the stand – around half of the cost of the typical expo.

### 4 Reason Request has been raised after commitment (if applicable)

It became clear that this was a request for a single supplier after advice from our legal and financial teams.

It was believed earlier to not be applicable as fielding quotes from multiple expos in multiple cities to host the Mayor of London's stand to show off Smart London is implausible.

### 5 Impact on Funds

Type	Description	Cost
Smart City Expo costs	Design and build of Mayor's stand with associated fees	£21,873
Commercial Partnerships agreed	10 available, 7 entered into	(£12,500)
	<b>TOTAL (Estimated)</b>	<b>£9,373</b>

The impact on funds will be below £10,000 as we are entering into commercial partnerships recoup this expenditure through publishing the opportunity on London.gov.uk, the Smart London Board, and the Mayor's International Business Programme.

The Mayor of London offers the opportunity for a number of organisations to become partners at the Smart City Expo, enabling them to:

- Have dedicated exhibition space at the event

- Give curated talks
- Arrange business speed dating
- Host sponsored drinks receptions.

To date, we have obtained £12,500 (plus VAT) of commitments from commercial partners and expect to gain more.

The work can be fully funded by the internal Intelligence Unit code XXXX.

## **6 Recommendation(s)**

Officers acknowledge that because the value of the contract exceeds £10,000 under Section 4.1 of the GLA Contracts and Funding Code, such contracts should be competitively procured by the seeking of three or more written quotations or the call off from an accessible framework. However, Section 5 of the code allows for exceptions in exceptional circumstances including 'Complete absence of competition' as is the case for procuring services to build the Mayor's stand. Officers recommend that a single supplier is used as this is the only available option.

## **7 Disclaimer (for Budget Holder)**

I, the client, am fully aware of the requirements of the Transport for London Business Ethics policy.

I, and any other persons involved in the selection of this supplier, declare that I/we have no existing financial or other interests in the recommended supplier for this transaction and I/we am/are not aware that any close relative or friend has any such interests.

I, and any other persons involved in the selection of this supplier, declare that I/we have not received in the last 12 months any offer of gifts or hospitality from the recommended supplier for this transaction other than those I/we have already disclosed.

I understand that nothing I have signed seeks to circumvent the provisions of the Public Interest Disclosure Act 1998.

