Request for Proposal

Request for Proposal (RFP) on behalf of UK Research and Innovation: Natural Environment Research Council

Subject: UK SBS PR18152 – Offshore Scientific Drilling and Coring and Ice Management and Fleet Provision

Sourcing Reference Number: UK SBS PR18152

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Section 1 – About UK Shared Business Services

Putting the business into shared services

UK Shared Business Services Ltd (UK SBS) brings a commercial attitude to the public sector; helping Contracting Authorities improve efficiency, generate savings and modernise. It is our vision to become the leading service provider for Contracting Authorities of shared business services in the UK public sector, continuously reducing cost and improving quality of business services for Government and the public sector.

Our broad range of expert services is shared by our Contracting Authorities. This allows our customers the freedom to focus resources on core activities; innovating and transforming their own organisations.

Core services include Procurement, Finance, Grants Admissions, Human Resources, Payroll, ISS, and Property Asset Management all underpinned by our Service Delivery and Contact Centre teams.

UK SBS is a people rather than task focused business. It's what makes us different to the traditional transactional shared services centre. What is more, being a not-for-profit organisation owned by the Department for Business, Energy & Industrial Strategy (BEIS), UK SBS' goals are aligned with the public sector and delivering best value for the UK taxpayer.

UK Shared Business Services Ltd changed its name from RCUK Shared Services Centre Ltd in March 2013.

Our Customers

Growing from a foundation of supporting the Research Councils, 2012/13 saw Business Innovation and Skills (BIS) transition their procurement to UK SBS and Crown Commercial Services (CCS – previously Government Procurement Service) agree a Memorandum of Understanding with UK SBS to deliver two major procurement categories (construction and research) across Government.

UK SBS currently manages £700m expenditure for its Contracting Authorities.
Our Contracting Authorities who have access to our services and Contracts are detailed here.

Privacy Statement

At UK Shared Business Services (UK SBS) we recognise and understand that your privacy is extremely important, and we want you to know exactly what kind of information we collect about you and how we use it.

This privacy notice link below details what you can expect from UK SBS when we collect your personal information.

- We will keep your data safe and private.
- We will not sell your data to anyone.
- We will only share your data with those you give us permission to share with and only for legitimate service delivery reasons.

https://www.uksbs.co.uk/use/pages/privacy.aspx

For details on how the Contracting Authority protect and process your personal data please follow the link below:

https://www.ukri.org/privacy-notice/

Section 2 – About the Contracting Authority

UK Research and Innovation

Operating across the whole of the UK and with a combined budget of more than £6 billion, UK Research and Innovation represents the largest reform of the research and innovation funding landscape in the last 50 years.

As an independent non-departmental public body UK Research and Innovation brings together the seven Research Councils (AHRC, BBSRC, EPSRC, ESRC, MRC, NERC, STFC) plus Innovate UK and a new organisation, Research England.

UK Research and Innovation ensures the UK maintains its world-leading position in research and innovation. This is done by creating the best environment for research and innovation to flourish.

For more information, please visit: www.ukri.org

Natural Environment Research Council (NERC)

NERC is the driving force of investment in environmental science. Their leading research, skills and infrastructure help solve major issues and bring benefits to the UK, such as affordable clean energy, air pollution, and resilience of our infrastructure.

https://nerc.ukri.org/

Section 3 – Working with the Contracting Authority.

Section 3 – Contact details		
3.1.	Contracting Authority Name and address	UK Research and Innovation Polaris House North Star Avenue Swindon SN1 2FL
3.2.	Buyer	Tessa Gawthorn
3.3.	Buyer contact details	majorprojects@uksbs.co.uk
3.4.	Estimated value of the Opportunity	This procurement will follow the open procedure with two lots. The estimated budget for the entire requirement across both lots is $10,000,000 USD to $19,400,000 USD. This budget is inclusive of the offshore scientific drilling and coring, the ice management and fleet provision, and the drilling platform as well as fuel which is anticipated to be a large proportion of the budget. Note. Whilst the budget has not been stipulated for each Lot, Bidders are advised that the Contracting Authority will not be able to progress to award any contracts unless both Lots (1+2) can be fulfilled within the Contracting Authority's budget availability. Therefore, whilst price has been set with a lower weighting than quality for evaluation purposes of each Lot, price will be a key factor for affordability of placing contracts and should therefore be a key consideration for bidders, ie, bidders are requested to consider the total price when submitting Lot prices. The estimated value of the total opportunity (Lot 1 + Lot 2) has been kept wide to encourage flexibility of proposals.
3.5.	Process for the submission of clarifications and Bids	**All correspondence shall be submitted within the Messaging Centre of the e-sourcing tool. Guidance Notes to support the use of Delta eSourcing are available here.** **Please note submission of a Bid to any email address including the Buyer will result in the Bid not being considered.**

Section 3 - Timescales		
3.6.	Date of posting of Contract advert to OJEU.	13/02/2020
3.7.	Date RFP available to Bidders on Contracts Finder	18/02/2020

3.8.	Latest date / time RFP clarification questions shall be received through Delta eSourcing messaging system	11/05/2020 14.00
3.9.	Latest date / time RFP clarification answers should be sent to all Bidders by the Buyer through Delta eSourcing Portal	13/05/2020 14.00
3.10.	Closing date and time for Bidder to request RFP documents	20/05/2020 14.00
3.11.	Closing date and time for Bidder to submit their response ('**the deadline'**).	20/05/2020 14.00
3.12.	Notification of proposed Contract award to unsuccessful bidders	18/06/2020
3.13.	Anticipated Contract Award Date	30/06/2020
3.14.	Commencement of Contract	03/08/2020
3.15.	Bid Validity Period	90 Days

Section 4 – Specification and about this procurement

About This Procurement

The Customer have chosen to run this procurement following the open procedure with two lots as described below:

Lot 1: Offshore Scientific Drilling and Coring

This Lot is for a scientific drilling and coring capability to operate in the high Arctic during the annual minimum ice cover period (detailed below in the Operation Dates section). This requirement includes the provision of the ice breaker vessel which will serve as the drilling platform.

Lot 2: Ice Management and Fleet Provision

This Lot is for an integrated ice and fleet management package that will allow the drillship to stay on station. The ice and fleet management can be broken into three components that must co-ordinate and work closely together. These three components are:
1. Ice and weather forecasting
2. Icebreaker fleet management
3. Icebreaker vessels (maximum of 3)

Multiple Bids – Lot 1 ONLY

Bidders who are bidding on Lot 1 are able to offer more than one option for the drilling platform by submitting multiple bids. This is highly encouraged by the Customer.

To submit multiple bids, bidders must register separate Delta eSourcing supplier accounts using a different email address for each bid. All questions, including those where a bidder's response remains unchanged from other bids submitted, have to be answered for each bid, failure to do so will result in the bid not being considered.

Each individual bid will be evaluated in alignment with the evaluation criteria detailed in Section 5 – Evaluation model of this RFP Document. This approach will ensure the Customer can consider all available options for the drilling platform whilst ensuring the most economically advantageous tender is chosen

Terms and Conditions

Bidders are to note that any requested modifications to the Customer Terms and Conditions on the grounds of statutory and legal matters only, shall be raised as a formal clarification during the permitted clarification period or in response to question AW4.2 – Lot 1 or AW4.2 Lot 2.

2021 ArcOP Specification

Expedition Background

In 2004 the International Ocean Discovery Program (IODP) undertook a high Arctic scientific drilling/coring campaign, Expedition 302 'ACEX' http://www.ecord.org/expedition302/, to study the history of the Arctic. This utilised a drilling system built onto the icebreaker vessel 'Vidar Viking', with icebreakers 'Oden' and the 'Sovetskiy Soyuz' as ice protection vessels coupled with ice management expertise. This expedition expanded the knowledge of managing a drillship in near 10/10th ice coverage and to date is one of the few continuously coring expeditions to an ice-covered high latitude environment.

In 2021 the IODP will undertake a similar drilling/coring expedition to the high Arctic, Expedition 377: Arctic Ocean Paleoceanography (ArcOP), http://www.ecord.org/expedition377, again using a drillship. Drilling will only be possible if there is a robust, integrated method to manage the ice conditions.
This scientific expedition is similar to the high latitude IODP Expedition 302: Arctic Coring Expedition (ACEX) in 2004 on the Lomonosov Ridge. This involved a fleet of 3 vessels.

The first was a self-contained 'drilling platform' comprising of:

- a 'DNV Ice10, ice class' vessel, the 'Vidar Viking', modified to incorporate a small moonpool and helideck;
- a mobile Arctic-rated heave compensated drilling rig and associated subsystems;
- various Customer containerised laboratories.

Two other ice breakers were employed to manage the ice conditions. These were the 'Oden' a powerful and very manoeuvrable diesel ice breaker and the 'Sovetskiy Soyuz', a nuclear ice breaker. The operation of the 2 support icebreakers were managed by an ice management team.

See link to Expedition 302 (ACEX) for more details, http://www.ecord.org/expeditions/

It is anticipated that the 2021 ArcOP expedition will also incorporate 2-3 ice breakers in addition to the drilling platform to assist in managing the ice conditions.

The main differences of this expedition compared with ACEX are:

- location, the drill sites are further south
- water depths and penetration are both deeper, requiring a longer drill string and consequently a longer continuous time on site to core the holes.

Operation Dates

The operational dates are linked to the minimum ice coverage, i.e. a period of up to 34 days on site between mid-August and end of September. In addition, there is passage to and from

the work area.

The exact operational dates will be agreed between the Customer and the successful Suppliers. Bidders are asked to propose their suggested project plan for each Lot at question AW6.37 – Lot 1 and question AW6.10 – Lot 2 which meets these operational dates, however Bidders must be flexible with these dates in order for the best drilling window to be utilised in terms of ice coverage, weather and daylight hours.

The location for mobilisation and demobilisation has not been determined and will be decided with the successful Supplier(s), during the contracting stage.

Scientific Objectives and Site Locations

1. Scientific Objectives

Prior to 2004, geological sampling in the Arctic Ocean was mainly restricted to near-surface Quaternary sediments, and therefore the long-term Pre-Quaternary geological history was poorly known. With the successful completion of the Arctic Coring Expedition - ACEX (IODP Expedition 302) in 2004, 428 meters of Quaternary, Neogene, Paleogene and Campanian sediment on Lomonosov Ridge were penetrated, providing new unique insights into the Cenozoic Arctic paleoceanographic and climatic history.

While highly successful, the ACEX record also had limitations. The ACEX sequence possibly contains either a large hiatus or an interval of strongly reduced sedimentation rates spanning the time interval from late Eocene to middle Miocene. This is a critical time interval, as it spans the time when prominent changes in global climate took place during the transition from the early Cenozoic Greenhouse world to the late Cenozoic Icehouse world. Furthermore, discontinuous recovery during ACEX prevented the detailed, high-resolution and continuous reconstruction of Cenozoic climate history.

This project, IODP Expedition 377: Arctic Ocean Paleoceanography (ArcOP), is a return to the Lomonosov Ridge for a second mission-specific platform-type drilling campaign to fill these major gaps in our knowledge on Arctic Ocean paleoenvironmental history through Cenozoic times and its relationship to the global climate history. The overall goal of ArcOP is the recovery of a complete stratigraphic sedimentary record on the southern Lomonosov Ridge to meet the highest priority paleoceanographic objective: the continuous long-term Cenozoic climate history of the central Arctic Ocean. Furthermore, sedimentation rates two to four times higher than those of ACEX are expected to permit higher-resolution studies of Arctic climate change.

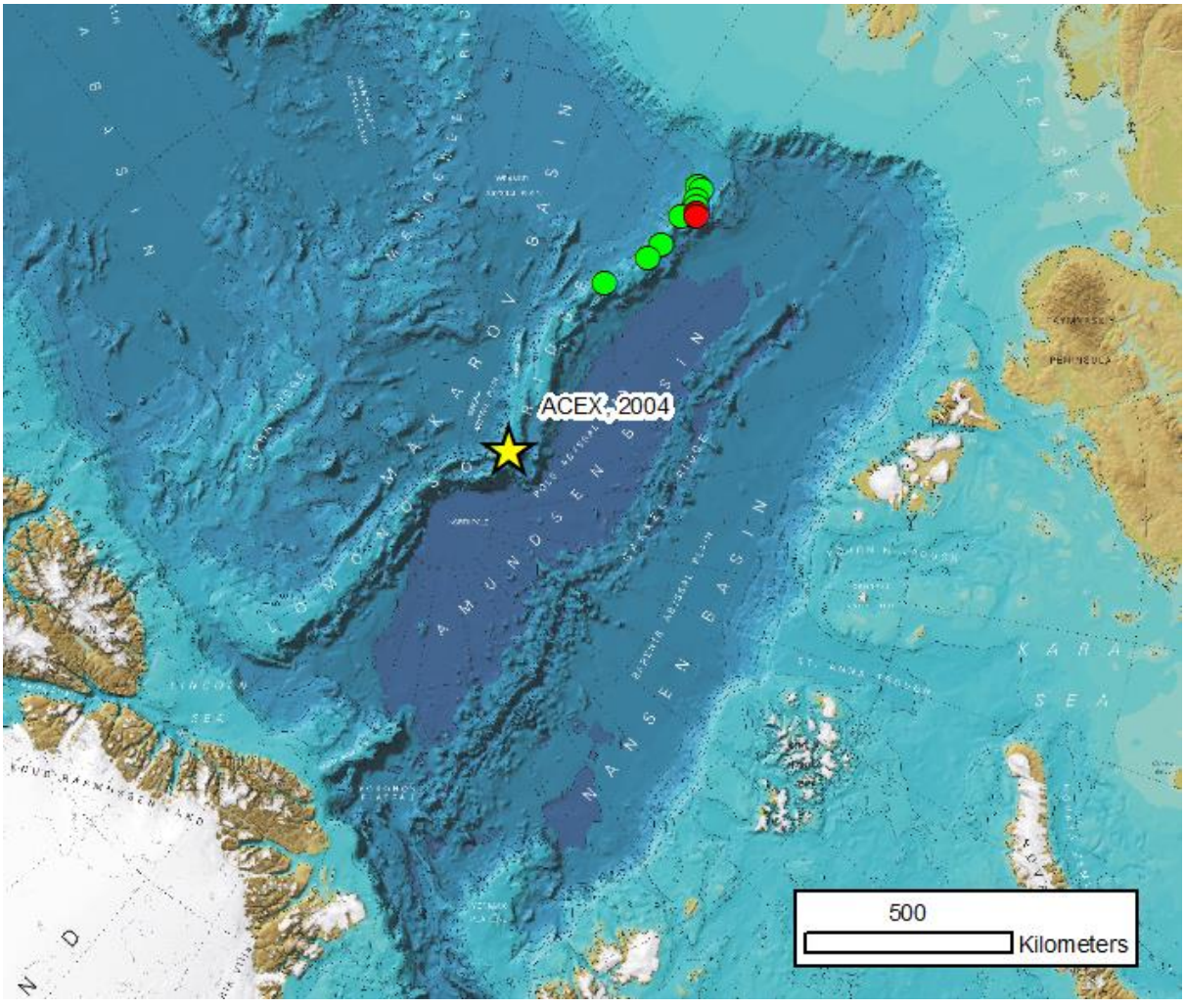
A complete stratigraphic sedimentary sequence representing the continuous Cenozoic climate history of the central Arctic Ocean will be studied to answer the following key questions:

- Did the Arctic Ocean climate follow global climate evolution during the Cenozoic?
- Are the Early Eocene Climate Optimum and the Oligocene and Mid-Miocene warmings also

reflected in Arctic Ocean records?

- Did extensive glaciations develop synchronously in both the Northern and Southern Hemispheres?
- What is the timing of repeated major (Plio-)Pleistocene Arctic glaciations?
- What was the variability of sea-ice in terms of frequency, extent and magnitude?
- When and how did the change from a warm, fresh-water-influenced, biosilica-rich and poorly ventilated Eocene ocean to a cold, fossil-poor, and oxygenated Neogene ocean occur?
- How critical is the exchange of water masses between the Arctic Ocean and the Atlantic and Pacific for the long-term climate evolution as well as rapid climate change?
- What is the history of Siberian river discharge and how critical is it for sea-ice formation, water mass circulation and climate change?
- How did the Arctic Ocean evolve during the Pliocene warm period and succeeding cooling?
- How does the ArcOP record correlate with the terrestrial record from the Siberian Lake El'gygytgyn?
- What is the cause of the major hiatus recovered in the ACEX record? Does this hiatus in fact exist?

2. Site Locations



X377 proposed coring sites. There are 12 proposed sites – 2 primary sites (red) and 10 alternative sites (green). Site selection may be modified at sea depending on ice conditions.

The yellow star is the location of the ACEX expedition, completed in 2004.

Site Name	Priority	Position		Water Depth (m)	Penetration (m)
		Latitude	Longitude		
LR-11B	Primary	81.4365°N	140.8405°E	794	900
LR-10A	Primary	81.481°N	140.5997°E	878	50
LR-01*A	Alternate	80.9502°N	142.9717°E	1402	1225
LR-02A*	Alternate	80.965°N	142.4717°E	1458	1300
LR-03A*	Alternate	81.1825°N	142.0918°E	1013	1180
LR-04B	Alternate	81.3544°N	141.293°E	890	1020
LR-05B	Alternate	81.3256°N	141.4248°E	906	1050
LR-06A	Alternate	81.4568°N	140.7299°E	779	970
LR-07A	Alternate	81.6851°N	142.3074°E	764	740
LR-08*A	Alternate	82.4215°N	142.1678°E	1450	875
LR-09*A	Alternate	82.8274°N	142.4677°E	1251	750
LORI-5B*	Alternate	83.8005°N	146.475°E	1334	1100

Proposed coring sites. Sites marked (*) will not be completed to total depth (TD) (since TD will require >2000km of drill pipe) and are listed here as possible alternate sites for coring upper sections only (requiring <2000m of drill pipe).

ALL SITES

All sites have been selected on the basis of regional and local seismic interpretation and are expected to contain a complete stratigraphic sedimentary record on the southern Lomonosov Ridge to meet the highest-priority paleoceanographic objective: the continuous long-term Cenozoic climate history of the central Arctic Ocean.

Lithologies are expected to comprise silty clay, clay, biosiliceous ooze, siltstone, claystone, and some ice-rafted debris. The table below gives estimated depths (in meters below seabed) to key seismic reflectors, as well as predicted lithologies for the intervals between the reflectors.

	LR-11B	**LR-01A**	**LR-02A**	**LR-03A**	**LR-04B**	**LR-05B**	**LR-06A**	**LR-07A**	**LR-08A**	**LR-09A**	**LORI-5B**
Water depth	794	1402	1458	1013	890	906	779	764	1450	1251	1334

Silty clay, millimetre-to-centimetre-scale sandy lenses and isolated pebbles											
Top Miocene	1045	1570-1580	1600-1650	1219-1225	1130-1150	1120-1180	975-1000	950-960	1570	1375	1610-1670
Silty clay, millimetre-to-centimetre-scale sandy lenses and isolated pebbles											
Top Oligocene	1480	2170-2240	2300-2330	1705-1730	1600-1620	1635-1660	1375-1390	1040-1060	1990-2020	1750-1755	1970-1955
Mud-bearing, biosiliceous ooze with submillimetre-scale laminations as well as isolated pebbles											
Lower Eocene	1680	2450-2550	2610-2650	2150-2195	1770-1790	1920-1985	1563-1700	1480-1490	2290-2325	1940-1945	2490-2600
Silty clay, claystone, submillimetre-scale laminations											
Basement		3070-3090	3160-3270	2590-3340				1800-2000	2600-2620	2750-2770	3100-3200

LOT 1: Offshore Scientific Drilling and Coring Specification

General Lot 1 Requirements

This Lot is for a scientific drilling and coring capability to operate in the high Arctic during the annual minimum ice cover period. This Lot includes the provision of the drilling platform.

Diligence, the correct and fully serviced equipment and experienced and capable personnel are the key ingredients for these scientific projects. Whilst these criteria are applicable for most projects, they are essential for this project that will have been in the proposal, development and schedule for at least 10 years and the operation is a very remote region. These projects only have one opportunity to achieve the scientific goals. With a fixed budget there is no opportunity to either extend or re-run the expedition at a later date. It is therefore paramount that diligence in all aspects of the project is undertaken from planning to implementation to maximise this one-off opportunity and will be looked for throughout the tender and contract.

Drilling and Coring

The minimum objectives are to continuously core two boreholes. The 1st borehole to 900m below the seabed (WD 815m) and the 2nd borehole to 50m below the seabed, (WD 875m). This will require the drillship to continuously stay on station until the completion of each borehole.

This scientific coring differs from oil and gas drilling in that the boreholes will not be drilling into or near hydrocarbon resources. This reduces any environmental impact and improves the safety of the drilling operation compared to oil and gas drilling.

Site Locations

The two primary site locations are shown below. There are backup locations, if for some reasons these sites cannot be cored.

Site	Latitude	Longitude	Water depth (m)	Penetration (mbsf)
1	81.4365°N	140.8405°E	794	900
2	81.481°N	140.5997°EE	878	50

Scientific coring is often different from most commercial coring operations in the requirement for continuous, high quality (undisturbed and very high percentage) and efficient/productive core recovery. The quality of the science depends on the quality of the core and the speed to obtain this core. The Expedition aims to continuously core one or more boreholes once or multiple times to obtain a continuous record of the stratigraphy (see 'Scientific Objectives'). The borehole sites and coring operation will be dictated by the ice conditions and priorities at

the time of the expedition, with multiple operational plans that could be followed.

The drilling system must be cold weather rated and capable of operating in Arctic weather conditions.

The drilling and coring methods, procedures and equipment must be capable of achieving the following minimum requirements:

Continuous Coring and Open Hole Drilling

Continuous high quality and high percentage core recovery is a deliverable. The geology is expected to comprise clay, varved clay, glacial till and unconsolidated sand, (see Scientific Objectives). A suite of wireline interchangeable coring tools is required to effect high quality core recovery in all anticipated geological formations from soft and unconsolidated to friable and hard. Core diameter should be a minimum of 62mm (larger diameter would be considered) and collected in clear polycarbonate liner (with a permanent black line running down length of the liner) and a minimum effective core barrel length of 3m for all tools with yellow, blue and white tight-fitting end caps. Stainless steel splits must also be available for all coring tools as an alternative to polycarbonate liner. Coring lengths greater than 3m would be highly advantageous.

This will require the use of the following wireline coring tools:

a) Advanced Piston Coring (APC) tool, including flapper catchers;

b) Extended Nose Coring tool and;

c) Diamond Rotary Coring, (Alien)

In addition, open hole drilling is required, primarily to wash down to a depth of a previous hole after abandoning.

To negate tripping out of the hole to change the Bottom Hole Assembly (BHA) for different coring/drilling tools setups, all coring and open hole drilling tools must be interchangeable and use the same type of BHA.

Other options that can provide high quality core recovery from the lithologies described will be considered.

The mud valve must have a capability to withstand the drilling fluid pressures required to fire the piston corer with sufficient overrating to mitigate higher pressures that may be required. It is mandatory to have the capability to lower the core barrel with the overshot attached to increase the efficiency of coring. This will require a mud valve that can seal against the wireline wire during pressuring up and firing the piston corer.

The coring operation will take place in deck temperatures ranging from a few degrees above freezing to – 20 degrees C. Knowledge of operating coring tools in this environment is highly desirable.

Drill Rods and Drill String Components

API or equivalent drill collars and drill rods to be provided, suitable for wireline coring

operations with a core barrel of minimum 62mm core size and can support the weight of the total drill string length.

Rotary substitutes and crossovers to be provided where necessary to cover the running of all tools, equipment and bits. All drill string components to have an in-date inspection certificate relating to thread conditions, corrosion and crack detection. Thread protectors to be utilised where possible on all pipes during handling and storage. All drill string components must be internally clean and free from loose rust prior to leaving port of mobilisation, this is an essential requirement for high quality piston coring.

100% backup drill rods, collars and substitutes are to be provided should sections of the drill string be lost or damage.

Drill rod storage and handling must be undertaken in a safe and time efficient manner.

Drilling System Heave Compensation

A heave compensation is deemed to be an essential part of the drilling system. The heave compensation system must provide fine control of bit weight. A heave indicator/compensator position indicator and bit weight must be provided and must be on the driller's console

Weather and Sea State Operating Window

The ice conditions for the working sites are unpredictable. The sites could have between zero and 9/10 ice cover and therefore the sea state could be calm with low to high winds with ice cover to calm to several metres of swell with low to high winds in open water or a combination depending on the level of ice cover.

Note: The ice will have been broken up by the support ice breaker vessel(s) and be in loose state. The size of the pieces of ice that will flow past the drilling platform will vary.

Moonpool and Re-entry System

A re-entry seabed template system is desirable to effect borehole re-entry if required and also downhole geophysical logging. This would preferably be fitted with a seabed clamping system and a heave compensated control umbilical, capable of withstanding strong lateral forces as well as direct pull, and an independent heave compensation for the template system, compatible with the main heave compensation system.

Other re-entry systems would be considered, e.g. a retro fitted re-entry cone. Ideas will be considered for different scenarios, e.g. using a small moonpool, large moonpool, depending on the proposed drilling platform.

The above preference may not be practical or sensible depending on the construction of the moonpool or the ability to rapidly vacate a site due to ice conditions. Consideration will therefore be given for not using a re-entry system if this adds risk or is not practical.

Note: The small moonpool utilised on Expedition 302 repeatedly filled up with ice and had to be cleared periodically, producing an inefficiency into the operation. Ice collecting in the moonpool will either; require managing, or devising an efficient method to keep it clear.

Power Swivel

The power swivel must have an opening for the wireline coring system and wireline logging tools and be able to be operated in compensated mode, along with a higher RPM and torque for coring. Power swivel must be capable of torquing and un-torquing all components of drill string during makeup and disassembly, under all circumstances, unless hydraulic power tongs or similar are utilised.

Hydraulic Slips and Iron Rough Neck

Provision of hydraulic slips and an automated or semi-automated Iron Rough Neck or equivalent with back up tongs for making and breaking all joints; clamps and handling elevators for drill pipes, drill collars, safety joints, rotary subs and core barrels. Hydraulic slips must have sufficient clamping capacity to torque and un-torque all components of drill string during makeup and disassembly, under all circumstances, unless hydraulic power tongs or similar are utilised. Iron Rough Neck must be fully serviced with new jaws and with additional spare jaws on board.

Data Recording – Digital and Manual Logging, and Hole Completion

Accurate depth below seabed is crucial to the quality of science. Depth must be accurately logged throughout the borehole.

The drillers console must include readouts of drill string revolution counter (RPM), torque, weight on bit, drilling fluid flow and pressure and penetration below seabed. These should be linked to an automatic digital recorder, which will log these parameters against time/date and include site name, coring run number.

On completion of each hole, a driller's log showing final length and make-up of the drill string, weight on bit, penetration rates, drilling fluid flow and pressure, etc. must also be provided to assist in the final interpretation of the formations in the hole. The SUPPLIER is responsible for maintaining this log which may be a continuous record (geolog) or properly kept data sheets.

Drilling Fluid (drilling mud)

The drilling fluid and the management of drilling fluid is a key component in the success of these boreholes.

This drilling fluid (mud) system must include adequate storage for both dry and mixed drilling fluid.

The drilling system must have sufficient capacity of liquid drilling fluid storage such that the drilling can progress with one tank of drilling fluid while another is being mixed and allowed to gel up. In addition, a third tank shall be on continuous standby holding ready for pumping a "heavy drilling fluid" for the purposes of borehole safety and shall be of sufficient capacity to provide at least 30 minutes of continuous pumping at around 250 litres/min.

The drilling fluid must be non-oil based and environmentally friendly to meet the ‘Environmental Management Plan’. Knowledge of drilling and coring in the expected

geological setting must be utilised to provide a drilling fluid programme that will maintain hole stability, is economic, environmentally friendly, non-toxic and biodegradable, as well as the usual drilling fluid properties to provide borehole stability, buoyancy for the cuttings, cooling the bit and reducing drill string friction.

The system must provide full mixing and pumping facilities for drilling fluid with monitoring of flow and pressure. The pump size and characteristics including minimum and maximum output volumes must be capable of meeting the volumes generated from the drilling process.

For the avoidance of doubt, the drilling rate must not be limited by the drilling fluid pumping and storage capacity.

Instruments for measuring the drilling fluid properties must also be carried and used on each mixed batch of drilling fluid.

Real time and SI calibrated units of flow rate and pressure must be available on the drillers console and digitally logged.

Please note that the continuous coring method of drilling does not allow much "standby time" for drilling fluid mixing and thus a minimum of 25,000 litres in each of the main liquid drilling fluid tanks is preferred.

Drilling Performance - Maintenance Facilities, Fishing Tools, Spares, Consumables and Expertise

This expedition is in a very remote part of the world. It is an essential requirement that the Expedition is self-sufficient and have the ability, expertise and facilities to maintain and repair the equipment without the need to resort to external supply. Spares and consumables to cover the entire project must be provided and be on-board the drilling platform.

Provision must be made for a good workshop, tools, materials, spares and replacements together with appropriate operational expertise to maintain and repair all systems for the entire project. Further back-up should be available onshore at short notice, though access to these spares may not be available due to the remote location of the project and must not be relied on.

The Supplier must carry on board, a suite of drill string fishing tools, (overshots, spears, magnet and taps) for retrieval attempts both downhole and above seabed. Overshots with grapples to catch drill collars, drill pipe body and tool joints.

A method to recover part of the drill string should it become stuck in the formation must also be provided. Recovery of a portion of the drill string will increase the capability to complete the drilling project in this isolated work area where the potential to carry spares or secure replacement pipe is limited.

Drilling Performance

It is an essential requirement that the drilling and coring systems are tested and in excellent working condition. The remote location, limited weather window available and prevailing weather conditions requires a drilling and coring system that is capable of operating with minimal shake down and continuously for the entire project. Equipment maintenance records

and planned maintenance and testing prior to this expedition are to be made available.

Borehole Logging/Specialist Sampling

Downhole Logging

Downhole logging will normally be carried out in all boreholes. Logging will be undertaken through the compensated drill string or conductor pipe and into the open hole below. This work will be carried out with Customer's or third-party equipment and by the Customer's or third-party personnel working in conjunction with the Supplier.

Deck space for installation of a logging winch/control container and spares container will be required and the Customer's or third-party personnel will work with the Supplier to achieve a suitable on-deck arrangement to ensure the best compensation for logging. For operations, the logging container containing the winch should be installed close to the rig floor, with the container doors facing the rig floor, without any obstruction during logging operations. Slimline downhole logging tools, some single-run tools and some stackable, tools of small diameter (typically max. 7.5 cm) and comparatively lightweight will be used. Logging engineers provided by the Customer will be available 24/7.

Anticipated assistance will include:
Crane operations to install the sheave/pulleys and logging cable during logging operations
Tool handling from the logging container to the entrance of the pipe in the rooster box.

The Customer or third-party personnel will share and discuss logging operating procedures and equipment details with the Supplier prior to the expeditions. Note that the Customer does not own fishing tools.

Provision of Drilling Platform

The vessel provided, to be used as the drilling platform, must be capable of achieving the following ideal requirements:

Drilling Vessel

A seaworthy, ice strengthened, dynamically positioned drilling platform capable of holding station in water depths between 700m and 1450 metres of water while drilling up to 1300 metres below seabed, maximum drill string length for any hole is < 2000m.

The drilling platform is required to have an 'ice class' and capable of working in ice conditions found in the high Arctic, (no specific class is specified due to the variability of different countries classification in ice class notation and usages). Whilst no ice class is specified, the tender return will specify the ice class specification of the drilling platform and the suitability to operate in these waters and in variable multiyear sea ice.

The platform must be capable of meeting all the requirements for the proposed drilling system, customer containerised laboratories and personnel, these requirements are:

- The platform should have a moonpool situated towards the centre of the vessel, ideally >3.5m x 3.5m, but with a minimum of 1m x 1m and capable of having a drilling system mounted over and around the moonpool.
- The platform should have at least 800 sqm of deck space available to accommodate a drilling system and Customer containerised laboratories, with a minimum deck strength of 5T/sqm, especially around the moonpool area.
- Suitable deck space for installation of a logging winch/control container and spares container will be required
- Electrical power: To avoid deck generators, it would be preferable for the platform to provide an electrical supply for the various drilling consumers of approx. 800 kW at 380VAC 50Hz or 440/690VAC 60Hz. In addition, supply Customer containers with 2 x 125 Amp, 3 phase, 380-440VAC, 50/60Hz.
- Saltwater supply: supply up to 500 litres/min.
- The platform must include a certified and functioning helideck capable of supporting regular helicopter visits from the support icebreaker.
- The Platform or Vessel shall have appropriate radio and or telephone equipment to contact shore-based stations. This is irrespective of, and in addition to, any specified equipment for Customer communication. (The Customer reserves the right to install fully independent communication systems that will be for the sole use of the Customer.)

To manage the ice conditions the drilling platform will have at least two other ice breakers, (possibly 3) to assist in the management of the ice that will flow around the drilling platform. Whilst a steady annual decrease in ice cover has been observed, the location has high yearly variability, from no ice cover to 100%.

At least one of these support vessels will accompany the drilling platform to and from the work area and can if necessary, break a route for the drilling platform to follow.

The drilling platform must be self-sufficient in water, fuel, food, supplies and spares for the entire duration of the Expedition.

Positioning and Station Keeping System

The drilling platform must have the ability to position the platform onto the drill site using a specified navigation system, and to maintain station within 10m radius thereafter using Dynamic Positioning coupled to a suitable reference system (e.g. DGPS).

It should be noted that the previous expedition (2004) encountered 9/10 ice cover in which the vessel DP system could not cope with this amount of ice cover. In this situation good station keeping was achieved for drilling/coring with 24 hr/day manual control and highly experienced vessel Officers/Watch keepers. Whilst this is not ideal for many reasons, and it is unlikely this amount of ice cover will prevail at the proposed core sites, it would be highly advantageous to have this manual capability.

General Space and Facilities

The vessel should have suitable working space and facilities for administration, core extraction, inspection and testing, as described in this section. The Customer has the following mobile facilities housed in a series of 8 to 9 x 20ft containers, admin office, scientist's laboratory, database/computing/engineering, core curation laboratory, geochemistry laboratory, petrophysics laboratory, downhole logging laboratory and 2 x refrigerated containers for cores. Some of these facilities maybe housed within the vessel if adequate space is available and would therefore reduce the required deck space for 8/9 off container spaces. Power required to operate these facilities are 2 x 125Amp, 3 phase, 380-440VAC, 50Hz. Fresh water supply and waste water disposal to 2 x Customer laboratories.

In addition to the Supplier's crewing arrangements, accommodation, recreation space and provision for up to 22 Customer personnel should also be provided (this number includes sub-contract personnel).

The ideal situation is for all of the Customer's facilities and personnel to be accommodated on the drilling platform. However not all icebreaker vessels that can accommodate a drilling capability, can provide additional deck space and accommodation. As this will be a multi-vessel operation, some Customer personnel and equipment could be accommodated on one of the other support ice breakers, if all Customer personnel cannot be accommodated on the drilling platform. Consideration will be given to other permutations in order to provide the best drilling and scientific facilities possible within the constraints of working in ice conditions and the budget available. The minimum container space required is 6 x 20ft containers and a downhole logging spread, typically 2 x 10ft containers and 12 Customer personnel.

The Bidder can and is encouraged to submit more than one option for the drilling platform, by submitting multiple bids as per the instructions contained within the RFP Questions.

Operation

The vessel must be manned and operated on a continuous 24 hours a day/7 days a week basis.

Weather and Sea State

Ice history for the proposed site is shown in Appendix C. Some years show no ice whilst others show considerable ice cover. The drilling platform must therefore be expected to be capable of sailing and working with ice cover and minimal swell to open water with considerable swell.

A history of ice condition in the work area can be found at http://www.polarview.aq/sic/arctic/

Remote Location

The location of the drill sites is in a remote part of the northern hemisphere. The drilling platform must be self-sufficient with respect to spares, fuel, supplies for the duration of the contract. Note: Fuel resupply, (if required) maybe possible through other means, although this is uncertain at present.

Lot 2 Ice Management and Fleet Provision Specification

This section provides the specification for the provision of ice and fleet management to enable a drillship to stay on position in the Arctic Ocean.

General Requirements

This contract is for an integrated ice and fleet management to support a scientific drilling/coring expedition to the Arctic Ocean, under the auspices of the International Ocean Discovery Program (IODP).

Diligence, the correct and fully serviced equipment, and experienced and capable personnel are the key ingredients for IODP scientific drilling projects. Whilst these criteria are applicable for most projects, they are essential for projects that have been in the IODP proposal, development and scheduling system for at least 10 years and the operation is a very remote region. These projects only have one opportunity to achieve the scientific goals. With a fixed budget there is no opportunity to either extend or re-run the expedition at a later date. It is therefore paramount that diligence in all aspects of the project is undertaken from planning to implementation to maximise this one-off opportunity.

Ice and Fleet Management

The ice and fleet management can be broken into three components that must co-ordinate and work closely together. These three components are:

1. Ice and weather forecasting
2. Icebreaker fleet management
3. Icebreaker vessels (maximum of 3)

This procurement is for an integrated ice and fleet management package that will allow the drillship to stay on station and must cover all three components.

Ice

A drillship operating in varying ice coverage cannot remain stationary within a radius of 20m (ideally less) unsupported. This support requires dedicated icebreakers to break up the ice, a means of forecasting the ice type, size, flow speed and direction, and fleet management to control the activities of the icebreaker fleet to enable the drillship to remain on position.

Ice coverage around the proposed drilling sites varies each year between 0/10th and 10/10th coverage and, at present, there is no way to forecast the amount of ice coverage at the drill sites prior to the start of the operation.

The ice will consist of 1st and multiyear ice, including pressure ridges. This is not an area of glacially-derived icebergs.

Ice and Weather Forecasting

Provision of an 'ice conditions' and 'weather' service is required on a continuous 24-hour basis for the entire duration of the project. This information must be used and translated into a plan to successfully and effectively manage a fleet of icebreaker vessels that will allow a drillship to continuously stay on position within a 20m radius for a period of up to 30 days, within an onsite operation of up to 34 days.

Data Collection

A key requirement of this contract is the provision of robust and reliable methods to collect the necessary data required for the effective management of variable ice and sea conditions to maintain a drillship on position, which has limited ability to push or break ice (whilst drilling), within a 20m radius, on a continuous basis for the duration of the project.

These data sets may comprise of externally available information from third parties and may also include the collection of real time data of the local conditions, e.g. observations and radar reflectors on ice flows, etc.

Data Requirements

In order to manage the ice, various data sets will need to be monitored and interpreted. These are likely to include but are not limited to:

- Satellite – ice cover/thickness/direction of flow/speed of flow
- Weather data – temperature, wind direction
- Ice radar data

Resource Requirements

In order to collect the data, various resources are required. These are likely to include but are not limited to:

- Personnel expertise
- Satellite communications
- Inter-ship communications
- Computer hardware
- Computer software
- 3rd party satellite data
- Helicopter/drone support
- Radar reflectors and other ice monitoring equipment
- Assistance from the vessel fleet officers

Data Assimilation and Modelling

All data must be processed and assimilated so that it can be used to provide a forecast for ice conditions, ice movements, wind speed and direction etc.

Forecast - Ice and Wind Movement

Ice and weather forecasts must be provided on a continuous basis predicting ice conditions,

ice movements, wind direction and force for various forward-looking time intervals from 1 hour to 72 hours, in different forms that the Fleet Manager can effectively use to manage the ice breaker fleet, and for the ESO Operations Manager and drilling superintendent to use for operations management.

Fleet Management

A service to successfully manage a fleet of icebreaker vessels is required to breakup/deflect ice flowing towards a drillship, in order for the drillship to maintain its position within a 20m radius.

The skills set for this role would be an Arctic Ocean experienced 'Master' with knowledge and understanding of working in Arctic ice conditions with an ability to manage 2-3 icebreaker vessels simultaneously whilst understanding the needs, capabilities and limitations of the drillship.

The Fleet Management service must successfully integrate the ice and weather forecasts to produce and implement a plan and a set of procedures that directs the fleet and provides accurate forecasting 'time' for the drillship. There are various methods for using icebreaker vessels to manage the ice. Whichever plan(s) are proposed, they must:

- Provide and communicate direction/heading data for the drillship.
- Provide and communicate 'T time' for the drillship, i.e. the time before ice cannot be prevented from moving the drillship off station. This 'T time' is used to compare against the time it takes to pull the drill string clear of the seabed, such that there is always sufficient time to stop drilling and clear the seabed. It should be noted it will take at least 12 hours to trip out the drill string to the mud line from the deepest section of the borehole.
- Co-ordinate and provide and communicate instructions for all ice breakers to efficiently break/clear ice.

Icebreaker support

This requirement includes the provision of the required number of icebreakers that have the requisite ice breaking capability, power and manoeuvrability to manage the variable ice conditions encountered to break up any ice, such that it will easily pass the drillship without moving the drillship off position.

Due to the variability of icebreaker vessel capability and the mobilisation/demobilisation location, a key deliverable of this contract is to appropriately plan and develop the ice management strategy which will include the type and number of vessels required.

Note: One resource, the Swedish icebreaker 'Oden', may be available at no extra cost to the successful bidder, (outside this tender), as part of the project for ice management use. If the Oden is made available the vessel will be provided complete (i.e. vessel, fuel, victualling, helicopter support). The Oden will take instruction from the ice management contract/ company

Backup

Backup and redundancy must be provided for each aspect of the operation to ensure a 24/7 ice and fleet management operations can be undertaken.

Responsibilities

Provision of the following to provide a complete and integrated system of ice and fleet management.

- Provide an ice and fleet management service, 24 hour/day for the duration of the expedition.
- Ice management plan.
- Operating procedures.
- HSE assessment and procedures.
- Understand the needs of a drilling campaign and the limitations of a drilling platform and drilling operation.
- All equipment and software required.
- All data required.
- All Icebreaker capability (except ‘Oden’ if available)
- All personnel required.
- All ancillary services.
- Be an adviser to the Customer on all ice management related matters.
- Use the icebreakers, if required, to assist the drilling platform to transit to and from the work area.
- Attend project meetings and actively participate in the planning and execution of this expedition.
- Maintain excellent relationship with the drilling company when known.

Section 5 – Evaluation model

5.1. Introduction

5.1.1. The evaluation process will be conducted to ensure that Bids are evaluated fairly to ascertain the bidders who can demonstrate the required skills qualities, technical ability and capacity, commercial stability and experience to ensure successful performance of the Contract.

5.1.2. The evaluation team may comprise staff from UK SBS and the Contracting Authority, and any specific external stakeholders the Contracting Authority deem required

5.2. Evaluation of Bids

5.2.1. Evaluation of Bids shall be based on a Selection questionnaire and Award criteria as clearly defined in the e-sourcing tool.

5.3. SELECTION questionnaire

5.3.1. The selection questionnaire will be solely marked against Mandatory pass/ fail criteria. No scoring criteria will be used at the Selection phase.

Selection Pass/fail criteria: Applicable to both Lot 1 and Lot 2		
Questionnaire	**Q No.**	**Question subject**
Selection Questionnaire Part 1: Potential Supplier Information		
Section 1	1.3	Contact details and declaration
Part 2: Exclusion Grounds		
Section 2	2.1 (a)(i)	Participation in a criminal organisation
Section 2	2.1(a)(ii)	Corruption
Section 2	2.1(a)(iii)	Fraud
Section 2	2.1(a)(iv)	Terrorist Offences or offences link to terrorist activities
Section 2	2.1(a)(v)	Money laundering or Terrorist financing
Section 2	2.1(a)(vi)	Child Labour and other forms of trafficking in human beings
Section 2	2.2	Self cleaning
Section 2	2.3(a)	Payment of tax or social security
Section 3	3.1 (a)	Breach of environmental obligations
Section 3	3.1 (b)	Breach of social obligations
Section 3	3.1 (c)	Breach of labour law obligations
Section 3	3.1(d)	Bankruptcy
Section 3	3.1(e)	Guilty of grave professional misconduct
Section 3	3.1(f)	Distorting competition
Section 3	3.1(g)	Conflict of Interest
Section 3	3.1(h)	Prior involvement in procurement process
Section 3	3.1(i)	Prior performance of contract
Section 3	3.1(j)(i)	Serious Misrepresentation
Section 3	3.1(j)(ii)	Withholding information

Section 3	3.1(j)(iii)	Unable to provide supporting documentation for ESPD
Section 3	3.1(j)(iv)	Influenced the decision-making process
Part 3: Selection Questions		
Section 4	4.1	Audited accounts
Section 4	4.2	Minimum financial threshold
Section 5	5.1	Wider group
Section 5	5.2	Parent Company Guarantee
Section 5	5.3	Other Guarantee
Section 6	6.1	Relevant experience and contract examples
Section 7	7.1	Compliance under Modern Slavery Act 2015
Section 8	8.1(a)	Insurance
Section 9	9.2	Systems to manage supply chain
Section 9	9.3	Procedures for resolving disputes
Section 9	9.5	Meeting the requirements of the code/standards
Section 9	9.6	Confirmation of 30 days payment
Section 9	9.7	Payments to supply chain
Section 9	SEL5.5	Health and Safety Policy
Section 9	SEL5.6	Enforcement/remedial orders in relation to the Health and Safety Executive
Section 9	SEL5.7	Breaching environmental legislation
Section 9	SEL5.8	Checking sub-contractors for infringement of environmental legislation
Section 9	SEL5.9	Unlawful discrimination
Section 9	SEL5.10	Checking sub-contractors for unlawful discrimination
Section 9	SEL2.12	General Data Protection Regulation (GDPR) Act and Data Protection Act 2018
Section 9	FOI1.1	Freedom of information
	In the event of a Bidder failing to meet the requirements of a Mandatory pass / fail criteria, the Contracting Authority reserves the right to disqualify the Bidder	

5.3.2. Each Mandatory pass / fail question includes a clear definition of the requirements of a successful response to the question.

5.3.3. During the evaluation stage, the intention is that only Bidders who achieve a Pass of all the Mandatory and Discretionary requirements of the RFP will be considered for award stage evaluation.

5.4. AWARD questionnaire

5.4.1. The award questionnaire shall be marked against the following Mandatory or discretionary pass / fail criteria. Each Mandatory pass / fail question includes a clear definition of the requirements of a successful response to the question.

Award Pass/fail criteria – Lot 1

Questionnaire	Q No.	Question subject
Lot 1 Commercial	AW1.1 – Lot 1	Form of Bid
Lot 1 Commercial	AW1.2 – Lot 1	Bid validity period
Lot 1 Commercial	AW1.3 – Lot 1	Certificate of bona fide Bid
Lot 1 Commercial	AW4.1 – Lot 1	Compliance to the Contract Terms
Lot 1 Commercial	AW4.2 – Lot 1	Changes to the Contract Terms
Lot 1 Price	AW5.1- Lot 1	Firm and fixed price
Lot 1 Price	AW5.3 – Lot 1	Open book policy
Lot 1 Commercial	AW5.4- Lot 1	E Invoice
Lot 1 Commercial	AW5.5- Lot 1	E Invoice implementation
Lot 1 Quality	AW6.10 – Lot 1	Coring Tools - Stainless Steel Split Liners
Lot 1 Quality	AW6.12 – Lot 1	Coring Tools – mud valve
Lot 1 Quality	AW6.14 – Lot 1	Coring Tools – Wireline Deployment
Lot 1 Quality	AW6.18 – Lot 1	Drill Rods - Certification
Lot 1 Quality	AW6.19 – Lot 1	Drill Rods - Internal Condition
Lot 1 Quality	AW6.21 – Lot 1	Drill Rods - Back up
Lot 1 Quality	AW6.22 – Lot 1	Drill Rods - Back up Quantity
Lot 1 Quality	AW6.28 – Lot 1	Hydraulic Slips and Iron Rough Neck
Lot 1 Quality	AW6.35 – Lot 1	Drilling Platform – Minimum Requirements
Lot 1 Quality	AW6.45 – Lot 1	Pre-Qualification Safety Questionnaire
-	-	Request for Proposal response – received on time within the e-sourcing tool
	In the event of a Bidder failing to meet the requirements of a Mandatory pass / fail criteria, the Contracting Authority reserves the right to disqualify the Bidder and not consider evaluation of the any of the selection stage scoring methodology, nor the Award stage scoring methodology or Mandatory pass / fail criteria.	

Award Pass/fail criteria – Lot 2		
Questionnaire	**Q No.**	**Question subject**
Lot 2 Commercial	AW1.1 – Lot 2	Form of Bid
Lot 2 Commercial	AW1.2 – Lot 2	Bid validity period
Lot 2 Commercial	AW1.3 – Lot 2	Certificate of bona fide Bid
Lot 2 Commercial	AW4.1 – Lot 2	Compliance to the Contract Terms
Lot 2 Commercial	AW4.2 – Lot 2	Changes to the Contract Terms
Lot 2 Quality	AW6.1 – Lot 2	Compliance to Section 4 Specification: Lot 2 Ice Management and Fleet Provision Specification
Lot 2 Price	AW5.1- Lot 2	Firm and fixed price
Lot 2 Price	AW5.3- Lot 2	Open book policy
Lot 2 Commercial	AW5.4- Lot 2	E Invoice
Lot 2 Commercial	AW5.5- Lot 2	E Invoice implementation
Lot 2 Quality	AW6.11 – Lot 2	Pre-Qualification Safety Questionnaire
-	-	Request for Proposal response – received on time within the e-sourcing tool
	In the event of a Bidder failing to meet the requirements of a Mandatory pass / fail criteria, the Contracting Authority reserves the right to disqualify the Bidder and not consider evaluation of the any of the selection stage scoring methodology, nor the Award stage scoring methodology or Mandatory pass / fail criteria.	

5.4.2. The Award stage of due process shall be marked against the following Award scoring criteria.

5.4.3. The evaluation model below shall be used for this RFP which will be determined to two decimal places.

5.4.4. Questions marked ‘for information only’ do not contribute to the scoring model.

Award Scoring criteria: Lot 1			
Evaluation Justification Statement In consideration of this particular requirement the Contracting Authority has decided to evaluate Potential Providers by adopting the weightings/scoring mechanism detailed within this RFP. The Contracting Authority considers these weightings to be in line with existing best practice for a requirement of this type.			
Questionnaire	**Q No.**	**Question subject**	**Maximum Marks**
Lot 1 Price	AW5.2 – Lot 1	Price	20%

Lot 1 Quality	AW6.4 – Lot 1	Methodology: Arctic Rated Drilling and Coring System	20%
Lot 1 Quality	AW6.5 – Lot 1	Suitability of Proposed Coring Tools	8%
Lot 1 Quality	AW6.16 – Lot 1	Proposed drill string design/makeup	3%
Lot 1 Quality	AW6.20 – Lot 1	Drill Rods Internal Condition	1%
Lot 1 Quality	AW6.23 – Lot 1	Drill Rods Handling Procedure	2%
Lot 1 Quality	AW6.26 – Lot 1	Proposed seabed template/re-entry system	5%
Lot 1 Quality	AW6.32 – Lot 1	Drilling Fluid Programme	2%
Lot 1 Quality	AW6.36 – Lot 1	Drilling Platform – Capabilities	10%
Lot 1 Quality	AW6.37 – Lot 1	Moonpool	5%
Lot 1 Quality	AW6.38 – Lot 1	Electrical Supply	1%
Lot 1 Quality	AW6.39 – Lot 1	Drilling Platform – Customer's requirements	1%
Lot 1 Quality	AW6.40 – Lot 1	Drilling Vessel Management	1%
Lot 1 Quality	AW6.41 – Lot 1	Self sufficiency	7%
Lot 1 Quality	AW6.42 – Lot 1	Collaboration	4%
Lot 1 Quality	AW6.43 – Lot 1	Project Plan	6%
Lot 1 Quality	AW6.44 – Lot 1	Risk Management	4%

Award Scoring criteria: Lot 2

Evaluation Justification Statement
In consideration of this particular requirement the Contracting Authority has decided to evaluate Potential Providers by adopting the weightings/scoring mechanism detailed within this RFP. The Contracting Authority considers these weightings to be in line with existing best practice for a requirement of this type.

Questionnaire	Q No.	Question subject	Maximum Marks
Lot 2 Price	AW5.2 – Lot 2	Price	25%
Lot 2 Quality	AW6.4 – Lot 2	Ice and Weather Forecasting Methodology	23%
Lot 2 Quality	AW6.5 – Lot 2	Icebreaker Support Methodology	23%

Lot 2 Quality	AW6.6 – Lot 2	Ice and Fleet Management Limitations	5%
Lot 2 Quality	AW6.7 – Lot 2	Project Team	5%
Lot 2 Quality	AW6.8 – Lot 2	Collaboration	4%
Lot 2 Quality	AW6.9 – Lot 2	Project Plan	5%
Lot 2 Quality	AW6.10 – Lot 2	Risk Management	10%

Award Evaluation of criteria

Non-Price elements

Each question will be evaluated on a score from 0 to 100, which shall be subjected to a multiplier to reflect the percentage of the evaluation criteria allocated to that question.

Where an evaluation criterion is worth 20% then the 0-100 score achieved will be multiplied by 20**%**.
Example if a Bidder scores 60 from the available 100 points this will equate to 12% by using the following calculation:
Score = {weighting percentage} x {bidder's score} = 20% x 60 = 12

The same logic will be applied to groups of questions which equate to a single evaluation criterion.

The 0-100 score shall be based on (unless otherwise stated within the question):

0	The Question is not answered, or the response is completely unacceptable.
10	Extremely poor response – they have completely missed the point of the question.
20	Very poor response and not wholly acceptable. Requires major revision to the response to make it acceptable. Only partially answers the requirement, with major deficiencies and little relevant detail proposed.
40	Poor response only partially satisfying the selection question requirements with deficiencies apparent. Some useful evidence provided but response falls well short of expectations. Low probability of being a capable supplier.
60	Response is acceptable but remains basic and could have been expanded upon. Response is sufficient but does not inspire.
80	Good response which describes their capabilities in detail which provides high levels of assurance consistent with a quality provider. The response includes a full description of techniques and measurements currently employed.
100	Response is exceptional and clearly demonstrates they are capable of meeting the requirement. No significant weaknesses noted. The response is compelling in its description of techniques and measurements currently employed, providing full assurance consistent with a quality provider.

All questions will be scored based on the above mechanism. Please be aware that there may

be multiple evaluators. If so, their individual scores will be averaged (mean) to determine your final score as follows: **Example** Evaluator 1 scored your bid as 60 Evaluator 2 scored your bid as 40 Evaluator 3 scored your bid as 80 Evaluator 4 scored your bid as 60 Your final score will (60+40+80+60) ÷ 4 = 60
Price elements will be evaluated on the following criteria.
The lowest price for a response which meets the pass criteria shall score 100. All other bids shall be scored on a pro rata basis in relation to the lowest price. The score is then subject to a multiplier to reflect the percentage value of the price criterion. For example - Bid 1 £100,000 scores 100. Bid 2 £120,000 differential of £20,000 or 20% remove 20% from price scores 80 Bid 3 £150,000 differential £50,000 remove 50% from price scores 50. Bid 4 £175,000 differential £75,000 remove 75% from price scores 25. Bid 5 £200,000 differential £100,000 remove 100% from price scores 0. Bid 6 £300,000 differential £200,000 remove 100% from price scores 0. Where the scoring criterion is worth 50% then the 0-100 score achieved will be multiplied by 50 In the example if a supplier scores 80 from the available 100 points this will equate to 40% by using the following calculation: Score/Total Points multiplied by 50 (80/100 x 50 = 40) The lowest score possible is 0 even if the price submitted is more than 100% greater than the lowest price.

5.5. Evaluation process

5.5.1. The evaluation process will feature some, if not all, the following phases

Stage	Summary of activity
Receipt and Opening	• RFP logged upon opening in alignment with UK SBS's procurement procedures. • Any RFP Bid received after the closing date will be rejected unless circumstances attributed to the Contracting Authority or the e-sourcing tool beyond the bidder control are responsible for late submission.
Compliance check	• Check all Mandatory requirements are acceptable to the Contracting Authority. • Unacceptable Bids maybe subject to clarification by the Contracting Authority or rejection of the Bid.
Scoring of the Bid	• Evaluation team will independently score the Bid and provide a commentary of their scoring justification against the Selection criteria.
Clarifications	• The Evaluation team may require written clarification to Bids
Re - scoring of the Bid and	• Following Clarification responses, the Evaluation team reserve the right to independently re-score the Bid and Clarifications and

Clarifications	provide a commentary of their re-scoring justification against the Selection criteria.
Moderation	• The evaluation team reserves the right to moderate scores in order to reach consensus.
Validation of unsuccessful Bidders	• To confirm contents of the letters to provide details of scoring and relative feedback on the unsuccessful Bidders Bid in comparison with the successful Bidders Bid.

Section 6 – Selection and award questionnaires

Section 6 – Selection questionnaire

6.1. Introduction

The Selection questionnaires are located in the within the e-sourcing tool.

Guidance on completion of the questions are is available at
http://www.uksbs.co.uk/services/procure/Pages/supplier.aspx

PLEASE NOTE THE QUESTIONS ARE NOT NUMBERED SEQUENTIALLY

Section 6 – Award questionnaire

6.2. The Award questionnaires are located within the e-sourcing tool.

6.3. Guidance on completion of the questions is available at http://www.uksbs.co.uk/services/procure/Pages/supplier.aspx

PLEASE NOTE THE QUESTIONS ARE NOT NUMBERED SEQUENTIALLY

Section 7 – General information

7.1. Introduction

7.1.1. The Contracting Authority wishes to establish a Contract for the provision of Drilling and Coring Capability, Ice and Fleet Management and a Drilling Platform. The Contracting Authority is managing this procurement process in accordance with the Public Contracts Regulations 2015 (as may be amended from time to time) (the "Regulations"). This is a supplies and services Contract being procured under the OJEU Open Procedure

7.1.2. The Contracting Authority is procuring the Contract for add for its exclusive use.

7.1.3. UK SBS and the Contracting Authority logo, trademarks and other identifying marks are proprietary and may not be incorporated in the Companies response without or the Contracting Authority's written permission.

7.1.4. The Bidder shall indemnify and keep indemnified UK SBS and the Contracting Authority against all actions, claims, demands, proceedings, damages, costs, losses, charges and expenses whatsoever in respect of any breach by the Bidder of this document.

7.1.5. If there is any doubt with regard to the ambiguity of any question or content contained in this questionnaire then PLEASE ASK a clarification question, but please ensure that your question is via the formal clarification process in writing to the UK SBS representative nominated. No approach of any kind in connection with this opportunity should be made to any other person within or associated with UK SBS or the Contracting Authority. All information secured outside of this named contact shall have no legal standing or worth and should not be relied upon.

7.1.6. It remains the responsibility of the Bidder to keep UK SBS and the Contracting Authority informed of any matter that may affect continued qualification

7.1.7. Prior to commencing formal evaluation, Submitted Responses will be checked to ensure they are fully compliant with the Pass / Fail criteria within the Evaluation model. Non-compliant Submitted Responses may be rejected by the Contracting Authority. Submitted Responses which are deemed by the Contracting Authority to be fully compliant will proceed to evaluation. These will be evaluated using the criteria and scores detailed in the matrix set out in Section 5.

7.1.8. Whilst it is the Contracting Authority's and any relevant Other Public Bodies intention to purchase the majority of its supplies and services under this Contract Arrangement from the Supplier(s) appointed this does not confer any exclusivity on the appointed Suppliers. The Contracting Authority and any relevant Other Public Bodies reserve the right to purchase any supplies and services (including those similar to the supplies and services covered by this procurement) from any Supplier outside of this Contract.

7.1.9. The Contracting Authority reserves the right not to conclude a Contract as a result of the current procurement process. Bidders should review the contents of Section 7 paragraph 7.8.1 when considering submitting their Response.

7.1.10. The supplies and services covered by this procurement exercise have been sub-divided into Lots.

Lot	Description	Number of successful suppliers required for this lot
Lot 1	Offshore Scientific Drilling and Coring	1
Lot 2	Ice Management and Fleet Provision	1

7.1.11. The Contracting Authority shall utilise the Delta eSourcing Procurement Tool available at https://uksbs.delta-esourcing.com/to conduct this procurement. There will be no electronic auction following the conclusion of the evaluation of the Request for Proposal (RFP) responses. Bidders will be specifically advised where attachments are permissible to support a question response within the e-sourcing tool. All enquiries with respect to problems or functionality within the tool may be submitted to Delta eSourcing on 0845 270 7050

7.1.12. Please utilise the messaging system within the e-sourcing tool located at https://uksbs.delta-esourcing.com/ within the timescales detailed in Section 3. if you have any doubt as to what is required or will have difficulty in providing the information requested. Bidders should note that any requests for clarifications may not be considered by the Contracting Authority if they are not articulated by the Bidder within the discussion forum within the e-sourcing tool.

7.1.13. Bidders should read this document, Stage One: Overview Section. messages and the evaluation questionnaires carefully before completing the Response submission. Failure to comply with any of these instructions for completion and submission of the Submitted Response may result in the rejection of the Response. Bidders are advised therefore to acquaint themselves fully with the extent and nature of the supplies and services and contractual obligations. These instructions constitute the Conditions of Response. Participation in the RFP process automatically signals that the Bidder accepts these Conditions.

7.1.14. All material issued in connection with this RFP shall remain the property of the Contracting Authority and/or as applicable relevant OPB and shall be used only for the purpose of this procurement. All Due Diligence Information shall be either returned to the Contracting Authority or securely destroyed by the Bidder (at the Contracting Authority's option) at the conclusion of the procurement

7.1.15. The Bidder shall ensure that each and every sub-contractor, consortium member and adviser abide by the terms of these instructions and the Conditions of Response.

7.1.16. The Bidder shall not make contact with any other employee, agent or consultant of UK SBS or the Contracting Authority or any relevant OPB or Customer who are in any way connected with this procurement during the period of this procurement, unless instructed otherwise by the Contracting Authority.

7.1.17. The Contracting Authority shall not be committed to any course of action as a result of:

7.1.17.1. issuing this RFP or any invitation to participate in this procurement ;

7.1.17.2. an invitation to submit any Response in respect of this procurement;

7.1.17.3. communicating with a Bidder or a Bidder's representatives or agents in respect of this procurement; or

7.1.17.4. any other communication between UK SBS, the Contracting Authority and/or any relevant OPB (whether directly or by its agents or representatives) and any other party.

7.1.18. Bidders shall accept and acknowledge that by issuing this RFP the Contracting Authority shall not be bound to accept any Response and reserves the right not to conclude a Contract for some or all of the supplies and services for which Responses are invited.

7.1.19. The Contracting Authority reserves the right to amend, add to or withdraw all or any part of this RFP at any time during the procurement.

7.1.20. Bidders should not include in the Response any extraneous information which has not been specifically requested in the RFP including, for example, any sales literature, standard terms of trading etc. Any such information not requested but provided by the Bidder shall not be considered by the Contracting Authority.

7.1.21. If the Bidder is a consortium, the following information must be provided: full details of the consortium; and the information sought in this RFP in respect of each of the consortium's constituent members as part of a single composite response. Potential Providers should provide details of the actual or proposed percentage shareholding of the constituent members within the consortium as indicated in the relevant section of the selection questionnaire SEL1.9 specifically refers. If a consortium is not proposing to form a corporate entity, full details of alternative proposed arrangements should be provided as indicated in the relevant section of the RFP. However, please note the Contracting Authority reserves the right to require a successful consortium to form a single legal entity in accordance with regulation 19(6) of the Regulations. The Contracting Authority recognises that arrangements in relation to consortia may (within limits) be subject to future change. Potential Providers should therefore respond in the light of the arrangements as currently envisaged. Potential Providers are reminded that any future proposed change in relation to consortia must be notified to the Contracting Authority so that it can make a further assessment by applying the selection criteria to the new information provided and consider rejection of the Response if the Contracting Authority reasonably consider the change to have a material impact of the delivery of the viability of the Response.

7.2. Bidder conference

7.2.1. A Bidders' Conference will not be held in conjunction with this procurement.

7.3. Confidentiality

7.3.1. Subject to the exceptions referred to in paragraph 7.3.2, the contents of this RFP are being made available by the Contracting Authority on condition that:

- 7.3.1.1. Bidders shall at all times treat the contents of the RFP and any related documents (together called the 'Information') as confidential, save in so far as they are already in the public domain;
- 7.3.1.2. Bidders shall not disclose, copy, reproduce, distribute or pass any of the Information to any other person at any time or allow any of these things to happen;
- 7.3.1.3. Bidders shall not use any of the Information for any purpose other than for the purposes of submitting (or deciding whether to submit) a Response; and
- 7.3.1.4. Bidders shall not undertake any publicity activity within any section of the media in relation to this procurement

7.3.2. Bidders may disclose, distribute or pass any of the Information to the Bidder's advisers, sub-contractors or to another person provided that either:

7.3.2.1. This is done for the sole purpose of enabling a Response to be submitted and the person receiving the Information undertakes in writing to keep the Information confidential on the same terms as if that person were the Bidder; or

7.3.2.2. The disclosure is made for the sole purpose of obtaining legal advice from external lawyers in relation to the procurement or to any Contract arising from it; or

7.3.2.3. The Bidder is legally required to make such a disclosure

7.3.3. In paragraphs 7.3.1 and 7.3.2 above the term 'person' includes but is not limited to any person, firm, body or association, corporate or incorporate.

7.3.4. UK SBS and the Contracting Authority may disclose detailed information relating to Responses to its employees, agents or advisers and they may make any of the Contract documents available for private inspection by its officers, employees, agents or advisers. UK SBS and the Contracting Authority also reserve the right to disseminate information that is materially relevant to the procurement to all Bidders, even if the information has only been requested by one Bidder, subject to the duty to protect each Bidder's commercial confidentiality in relation to its Response (unless there is a requirement for disclosure as explained in paragraphs 7.4.1 to 7.4.3 below).

7.3.5. All Central Government Departments and their Executive Agencies and Non-Departmental Public Bodies are subject to control and reporting within Government. In particular, they report to the Cabinet Office and HM Treasury for all expenditure. Further, the Cabinet Office has a cross-Government role delivering overall Government policy on public procurement - including ensuring value for money and related aspects of good procurement practice.

For these purposes, the Contracting Authority may disclose within Government any of the Bidders documentation/information (including any that the Bidder considers to be confidential and/or commercially sensitive such as specific bid information) submitted by the Bidder to the Contracting Authority during this Procurement. Subject to section 7.4 below, the information will not be disclosed outside Government. Bidders taking part in this RFP consent to these terms as part of the competition process.

7.3.6. The Government introduced its new Government Security Classifications ("GSC") classification scheme to replace the current Government Protective Marking System ("GPMS"). A key aspect of this is the reduction in the number of security classifications used. All Bidders are encouraged to make themselves aware of the changes and identify any potential impacts in their Bid, as the protective marking and applicable protection of any material passed to, or generated by, you during the procurement process or pursuant to any Contract awarded to you as a result of this tender process will be subject to the new GSC from 2nd April 2014. The link below to the Gov.uk website provides information on the new GSC: https://www.gov.uk/government/publications/government-security-classifications

7.3.7. The Contracting Authority reserves the right to amend any security related term or condition of the draft contract accompanying this RFP to reflect any changes introduced by the GSC. In particular where this RFP is accompanied by any instructions on safeguarding classified information (e.g. a Security Aspects Letter) as a result of any changes stemming from the new GSC, whether in respect of the applicable protective marking scheme, specific protective markings given, the aspects to which any protective marking applies or otherwise. This may relate to the

instructions on safeguarding classified information (e.g. a Security Aspects Letter) as they apply to the procurement as they apply to the procurement process and/or any contracts awarded to you as a result of the procurement process.

USEFUL INFORMATION LINKS

- Contracts Finder
- Tenders Electronic Daily
- Equalities Act introduction
- Bribery Act introduction
- Freedom of information Act

7.4. Freedom of information

7.4.1. In accordance with the obligations and duties placed upon public authorities by the Freedom of Information Act 2000 (the 'FoIA') and the Environmental Information Regulations 2004 (the 'EIR') (each as amended from time to time), UK SBS and the Contracting Authority may be required to disclose information submitted by the Bidder to the to the Contracting Authority.

7.4.2. In respect of any information submitted by a Bidder that it considers to be commercially sensitive the Bidder should complete the Freedom of Information declaration question defined in the Question FOI1.2.

7.4.3. Where a Bidder identifies information as commercially sensitive, the Contracting Authority will endeavour to maintain confidentiality. Bidders should note, however, that, even where information is identified as commercially sensitive, the Contracting Authority may be required to disclose such information in accordance with the FoIA or the Environmental Information Regulations. In particular, the Contracting Authority is required to form an independent judgment concerning whether the information is exempt from disclosure under the FoIA or the EIR and whether the public interest favours disclosure or not. Accordingly, the Contracting Authority cannot guarantee that any information marked 'confidential' or "commercially sensitive" will not be disclosed.

7.4.4. Where a Bidder receives a request for information under the FoIA or the EIR during the procurement, this should be immediately passed on to the Contracting Authority and the Bidder should not attempt to answer the request without first consulting with the Contracting Authority.

7.4.5. Bidders are reminded that the Government's transparency agenda requires that sourcing documents, including RFP templates such as this, are published on a designated, publicly searchable web site, and, that the same applies to other sourcing documents issued by the Contracting Authority, and any contract entered into by the Contracting Authority with its preferred supplier once the procurement is complete. By submitting a response to this RFP Bidders are agreeing that their participation and contents of their Response may be made public.

7.5. Response Validity

7.5.1. Your Response should remain open for consideration for a period of 90 days. A Response valid for a shorter period may be rejected.

7.6. Timescales

7.6.1. Section 3 of the RFP sets out the proposed procurement timetable. The Contracting Authority reserves the right to extend the dates and will advise potential Bidders of any change to the dates.

7.7. The Contracting Authority's Contact Details

7.7.1. Unless stated otherwise in these Instructions or in writing from UK SBS or the Contracting Authority, all communications from Bidders (including their sub-contractors, consortium members, consultants and advisers) during the period of this procurement must be directed through the e-sourcing tool to the designated UK SBS contact.

7.7.2. All enquiries with respect to access to the e-sourcing tool may be submitted to Delta eSourcing on 0845 270 7050 please not this is a free self-registration website and this can be done by completing the online questionnaire at https://uksbs.delta-esourcing.com/

7.7.3. Bidders should be mindful that the designated Contact should not under any circumstances be sent a copy of their Response outside of the e-sourcing tool. Failure to follow this requirement will result in disqualification of the Response.

7.8. Preparation of a Response

7.8.1. Bidders must obtain for themselves at their own responsibility and expense all information necessary for the preparation of Responses. Bidders are solely responsible for all costs, expenses and other liabilities arising in connection with the preparation and submission of their Response and all other stages of the selection and evaluation process. Under no circumstances will UK SBS or the Contracting Authority, or any of their advisers, be liable for any such costs, expenses or liabilities borne by Bidders or their sub-contractors, suppliers or advisers in this process.

7.8.2. Bidders are required to complete and provide all information required by the Contracting Authority in accordance with the Conditions of Response and the Request for Proposal. Failure to comply with the Conditions and the Request for Proposal may lead the Contracting Authority to reject a Response.

7.8.3. The Contracting Authority relies on Bidders' own analysis and review of information provided. Consequently, Bidders are solely responsible for obtaining the information which they consider is necessary in order to make decisions regarding the content of their Responses and to undertake any investigations they consider necessary in order to verify any information provided to them during the procurement.

7.8.4. Bidders must form their own opinions, making such investigations and taking such advice (including professional advice) as is appropriate, regarding their Responses, without reliance upon any opinion or other information provided by the Contracting Authority or their advisers and representatives. Bidders should notify the Contracting Authority promptly of any perceived ambiguity, inconsistency or omission in this RFP, any of its associated documents and/or any other information issued to them during the procurement.

7.8.5. Bidders must ensure that each response to a question is within any specified word count. Any responses with words in excess of the word count will only be consider up

to the point where they meet the word count, any additional words beyond the volume defined in the word count will not be considered by the evaluation panel.

7.8.6. Bidders must ensure that each response to a question is not cross referenced to a response to another question. In the event of a Bidder adding a cross reference it will not be considered in evaluation.

7.9. Submission of Responses

7.9.1. The Response must be submitted as instructed in this document through the e-sourcing tool. Failure to follow the instruction within each Section of this document, to omit responses to any of the questions or to present your response in alignment with any guidance notes provided may render the Response non-compliant and it may be rejected.

7.9.2. The Contracting Authority may at its own absolute discretion extend the closing date and the time for receipt of Responses specified Section 3.

7.9.3. Any extension to the RFP response period will apply to all Bidders.

7.9.4. Any financial data provided must be submitted in or converted into pounds sterling. Where official documents include financial data in a foreign currency, a sterling equivalent must be provided. Failure to adhere to this requirement will result in the Response not being considered.

7.9.5. The Contracting Authority do not accept responsibility for the premature opening or mishandling of Responses that are not submitted in accordance with the instructions of this document.

7.9.6. The Response and any documents accompanying it must be in the English language

7.9.7. Bidders must submit their response through the e-sourcing tool, unless explicitly requested by the Contracting Authority either in the procurement documents or via a formal clarification from the Contracting Authority. Responses received by any other method than requested will not be considered for the opportunity.

7.9.8. Responses will be submitted any time up to the date indicated in Section 3. Responses received before this deadline will be retained in a secure environment, unopened until this deadline has passed.

7.9.9. Responses received after the date indicated in Section 3 shall not be considered by the Contracting Authority, unless the Bidder can justify that the reason for the delay is solely attributable to the Contracting Authority

- 7.9.9.1. The Bidder must demonstrate irrefutable evidence in writing they have made best endeavours to ensure the Response was received on time and that the issue was beyond their control.
- 7.9.9.2. Any request for a late Response to be considered must be emailed to the Buyer in Section 3 in advance of ‘the deadline’ if a bidder believes their Response will be received late.
- 7.9.9.3. The Contracting Authority reserves the right to accept or reject any late Response without justification to the affected Bidder and make no guarantee it will consider any request for a late Response to be considered.

7.9.10. Do not seek changes to the Bid after responses have been submitted and the deadline (date and time) for receipt of responses has passed.

7.10. Canvassing

7.10.1. Any Bidder who directly or indirectly canvasses any employee, or agent of UK SBS, the Contracting Authority or its members or any relevant OPB or any of its employees concerning the establishment of the Contract or who directly or indirectly obtains or attempts to obtain information from any such officer, member, employee or agent or concerning any other Bidder, Response or proposed Response will be disqualified.

7.11. Disclaimers

7.11.1. Whilst the information in this RFP, Due Diligence Information and supporting documents has been prepared in good faith, it does not purport to be comprehensive nor has it been independently verified.

7.11.2. Neither UK SBS, the Contracting Authority, nor any relevant OPB's nor their advisors, nor their respective directors, officers, members, partners, employees, other staff or agents:

7.11.2.1. makes any representation or warranty (express or implied) as to the accuracy, reasonableness or completeness of the RFP; or

7.11.2.2. accepts any responsibility for the information contained in the RFP or for their fairness, accuracy or completeness of that information nor shall any of them be liable for any loss or damage (other than in respect of fraudulent misrepresentation) arising as a result of reliance on such information or any subsequent communication.

7.11.3. Any persons considering making a decision to enter into contractual relationships with the Contracting Authority and/or, as applicable, relevant OPB following receipt of the RFP should make their own investigations and their own independent assessment of the Contracting Authority and/or, as applicable, relevant OPB and its requirements for the supplies and services and should seek their own professional financial and legal advice. For the avoidance of doubt the provision of clarification or further information in relation to the RFP or any other associated documents (including the Schedules) is only authorised to be provided following a query made in accordance with Paragraph 7.15 of this RFP.

7.12. Collusive behaviour

7.12.1. Any Bidder who:

7.12.1.1. fixes or adjusts the amount of its Response by or in accordance with any agreement or arrangement with any other party; or

7.12.1.2. communicates to any party other than UK SBS, the Contracting Authority or, as applicable, relevant OPB the amount or approximate amount of its proposed Response or information which would enable the amount or approximate amount to be calculated (except where such disclosure is made in confidence in order to obtain quotations necessary for the preparation of the Response or insurance or any necessary security); or

7.12.1.3. enters into any agreement or arrangement with any other party that such other party shall refrain from submitting a Response; or

7.12.1.4. enters into any agreement or arrangement with any other party as to the amount of any Response submitted; or

7.12.1.5. offers or agrees to pay or give or does pay or give any sum or sums of money, inducement or valuable consideration directly or indirectly to any party for doing or having done or causing or having caused to be done in relation to any other Response or proposed Response, any act or omission,

shall (without prejudice to any other civil remedies available to the Contracting Authority and without prejudice to any criminal liability which such conduct by a Bidder may attract) be disqualified.

7.13. No inducement or incentive

7.13.1. The RFP is issued on the basis that nothing contained in it shall constitute an inducement or incentive nor shall have in any other way persuaded a Bidder to submit a Response or enter into the Contract or any other contractual agreement.

7.14. Acceptance of the Contract

7.14.1. The Bidder in submitting the Response undertakes that in the event of the Response being accepted by the Contracting Authority and the Contracting Authority confirming in writing such acceptance to the Bidder, the Bidder will within 5 days of being called upon to do so by the Contracting Authority execute the Contract in the form set out in the Contract Terms or in such amended form as may subsequently be agreed.

7.14.2. The Contracting Authority shall be under no obligation to accept the lowest priced or any Response.

7.15. Queries relating to the Response

7.15.1. All requests for clarification about the requirements or the process of this procurement shall be made in through the e-sourcing tool unless where the e-sourcing tool is unavailable due to Delta eSourcing system maintenance or failure, in this instance all clarifications shall be by email to the contact defined in Section 3.

7.15.2. The Contracting Authority will endeavour to answer all questions as quickly as possible but cannot guarantee a minimum response time.

7.15.3. In the event of a Bidder requiring assistance uploading a clarification to the e-sourcing portal they should use the contact details defined in Section 3.

7.15.4. No further requests for clarifications will be accepted after 7 days prior to the date for submission of Responses.

7.15.5. In order to ensure equality of treatment of Bidders, the Contracting Authority intends to publish the questions and clarifications raised by Bidders together with the Contracting Authority's responses (but not the source of the questions) to all participants on a regular basis.

7.15.6. Bidders should indicate if a query is of a commercially sensitive nature – where disclosure of such query and the answer would or would be likely to prejudice its commercial interests. However, if the Contracting Authority at its sole discretion does not either; consider the query to be of a commercially confidential nature or one which all Bidders would potentially benefit from seeing both the query and the Contracting Authority's response, the Contracting Authority will:

7.15.6.1. invite the Bidder submitting the query to either declassify the query and allow the query along with the Contracting Authority's response to be circulated to all Bidders; or

7.15.6.2. request the Bidder, if it still considers the query to be of a commercially confidential nature, to withdraw the query prior to the end of the closing date and time for Bidder clarifications.

7.15.7. The Contracting Authority reserves the right not to respond to a request for clarification or to circulate such a request where it considers that the answer to that request would or would be likely to prejudice its commercial interests.

7.16. Amendments to Response Documents

7.16.1. At any time prior to the deadline for the receipt of Responses, the Contracting Authority may modify the RFP by amendment. Any such amendment will be numbered and dated and issued by the Contracting Authority to all prospective Bidders. In order to give prospective Bidders reasonable time in which to take the amendment into account in preparing their Responses, the Contracting Authority may, at its discretion, extend the time and/or date for receipt of Responses.

7.17. Modification and withdrawal

7.17.1. Bidders may modify their Response where allowable within the e-sourcing tool. No Response may be modified after the deadline for submission of Responses.

7.17.2. Bidders may withdraw their Response at any time prior the deadline for submission of Responses or any other time prior to accepting the offer of a Contract. The notice to withdraw the Response must be in writing and sent to the Contracting Authority by recorded delivery or equivalent service and delivered to the Head of Policy UK SBS at UK Shared Business Services Ltd, Procurement, Polaris House, North Star Avenue, Swindon, Wiltshire, SN2 1ET

7.18. Right to disqualify or reject

7.18.1. The Contracting Authority reserves the right to reject or disqualify a Bidder where

7.18.1.1. the Bidder fails to comply fully with the requirements of this Request for Proposal or presents the response in a format contrary to the requirements of this document; and/or

7.18.1.2. the Bidder is guilty of serious misrepresentation in relation to its Response; expression of interest; or the Response process; and/or

7.18.1.3. there is a change in identity, control, financial standing or other factor impacting on the selection and/or evaluation process affecting the Bidder.

7.19. Right to cancel, clarify or vary the process

7.19.1. The Contracting Authority reserves the right to:

7.19.1.1. cancel the evaluation process at any stage; and/or

7.19.1.2. require the Bidder to clarify its Response in writing and/or provide additional information. (Failure to respond adequately may result in the Bidder not being selected),

7.20. Notification of award

7.20.1. The Contracting Authority will notify the successful Bidder of the Contract award in writing and will publish an Award Notice in the Official Journal of the European Union in accordance with the Regulations within 30 days of the award of the contract.

7.20.2. As required by the Regulations all successful and unsuccessful Bidders will be provided with an email advising the outcome of the submission of their RFP response.

Appendix 'A' Glossary of Terms

TERM	MEANING
"UK SBS"	means UK Shared Business Services Ltd herein after referred to as UK SBS.
"Bid", "Response", "Submitted Bid ", or "RFP Response"	means the Bidders formal offer in response to this Request for Proposal
"Bidder(s)"	means the organisations being invited to respond to this Request for Proposal
"Central Purchasing Body"	means a duly constituted public sector organisation which procures supplies/services/works for and on behalf of contracting authorities
"Conditions of Bid"	means the terms and conditions set out in this RFP relating to the submission of a Bid
"Contract"	means the agreement to be entered by the Contracting Authority and the Supplier following any award under the procurement
"Contracting Bodies"	means the Contracting Authority and any other contracting authorities described in the OJEU Contract Notice
"Contracting Authority"	A public body regulated under the Public Contracts Regulations on whose behalf the procurement is being run
"Customer"	means the legal entity (or entities) for which any Contract agreed will be made accessable to.
"Due Diligence Information"	means the background and supporting documents and information provided by the Contracting Authority for the purpose of better informing the Bidders responses to this Request for Proposal
"**EIR**"	mean the Environmental Information Regulations 2004 together with any guidance and/or codes of practice issued by the Information Commissioner or relevant Government department in relation to such regulations
"FoIA"	means the Freedom of Information Act 2000 and any subordinate legislation made under such Act from time to time together with any guidance and/or codes of practice issued by the Information Commissioner or relevant Government department in relation to such legislation
"Lot"	means a discrete sub-division of the requirements
"Mandatory"	Means a pass / fail criteria which must be met in order for a Bid to be considered, unless otherwise specified.
"OJEU Contract Notice"	means the advertisement issued in the Official Journal of the European Union
"Order"	means an order for served by any Contracting Body on the Supplier
"Other Public Bodies"	means all Contracting Bodies except the Contracting Authority
"Request for Proposal" or "RFP"	means this Request for Proposal documentation and all related documents published by the Contracting Authority and made available to Bidders and includes the Due Diligence Information. **NOTE:** This document is often referred to as an Invitation to Tender within other organisations
"Supplier"	means the organisation awarded the Contract
"Supplies / Services / Works"	means any supplies/services and supplies or works set out at within Section 4 Specification

Annex A: Drilling Platform Scenarios

For evaluation purposes only, the below scenarios have been created to enable a fair evaluation across all bids received for Lot 2. Please note, it is known that both the Vidar Viking and Botnica are not available for this expedition and are included as examples of type, size, power and ice breaking capabilities that are known to be capable of undertaking the task of drilling platform.

Scenario 1: Please assume the drilling platform provided is the Vidar Viking (specification below) and assume the Oden is unavailable for this expedition so will not form part of the ice breaker support fleet.

The Vidar Viking, now called CCGS Captain Molly Kool is a Canadian Coast Guard converted medium class icebreaker. She was originally built as an icebreaking anchor handling tug Vidar Viking for Trans Viking Icebreaking & Offshore AS in 2001.

CCGS Captain Molly Kool is 83.7 metres (275 ft) long overall and 77.77 metres (255 ft) between perpendiculars. Her hull has a beam of 18 metres (59 ft) and moulded depth of 8.5 metres (28 ft). At design draught, she draws 6.5 metres (21 ft) of water, but can be loaded to a maximum draught of 7.22 metres (24 ft) which corresponds to a displacement of 6,872 tons. Built to DNV ice class "ICE-10 Icebreaker", she has been rated as Arctic Class 2 in Canadian service.

CCGS Captain Molly Kool has four medium-speed diesel engines geared to two controllable pitch propellers in nozzles. She has two eight-cylinder MaK 8M32 and two six-cylinder MaK 6M32 diesel engines rated at 3,840 kW (5,150 hp) and 2,880 kW (3,860 hp) each. With a total propulsion power of 13,440 kW (18,020 hp), she can achieve a maximum speed of 16 knots (30 km/h; 18 mph) in open water and break 1-metre (3.3 ft) ice at a continuous speed of 3 knots (5.6 km/h; 3.5 mph). In addition, she has two bow thrusters (one fixed, one retractable and azimuthing) and one transverse stern thruster for manoeuvring and dynamic positioning.

Scenario 2: Please assume the drilling platform provided is the Botnica (specification below) and assume the Oden is unavailable for this expedition so will not form part of the ice breaker support fleet.

MSV Botnica is a multipurpose offshore support vessel and icebreaker built by Finnyards in Rauma, Finland, in 1998.

The maximum overall length of Botnica is 96.70 metres (317.3 ft) and her length between perpendiculars is 77.51 metres (254.3 ft). The hull has a moulded breadth of 24 metres (78.7 ft) and depth of 11.7 metres (38.4 ft). The draught is 7.20 to 7.80 metres (23.6 to 25.6 ft) when the ship is acting as an icebreaker and 8.50 metres (27.9 ft) in offshore supply operations. The gross tonnage of Botnica is 6,370, net tonnage 1,911 and deadweight tonnage 2,890 tons. The light displacement of Botnica, i.e. the weight of the ship without consumables, cargo and crew, is 5,880 tons. Her loaded displacement varies according to the loading condition.

Botnica is classified by Det Norske Veritas with a class notation 1A1 ICE-10 Icebreaker SF HELDK RPS E0 DYNPOS-AUTRO DK(+) HL(1.8). Her ice class, ICE-10 Icebreaker, means that she is designed to break ice up to 1 metre (3.3 ft) thick without limitations to ramming. To improve the ship's manoeuvrability in ice her hull is wider at the bow than in the stern. Botnica is powered by six engine-generator-engine sets consisting of twelve 51.8-litre (3,160-cubic-inch) Caterpillar 3512B V12 high-speed diesel engines, each with an output of 1,258 kW (1,687 hp), driving six ABB generators. Designed according to the power plant principle in which the main engines produce power for all shipboard consumers, Botnica has no separate auxiliary generators. However, there is a smaller six-cylinder Caterpillar 3406 as an emergency diesel generator with an output of 230 kW (310 hp).

Botnica was one of the first icebreakers to be equipped with Azipod propulsion, ABB's brand of electric azimuth thrusters developed in Finland. The two 5 MW Azipod VI1600A units considerably improve the manoeuvrability of the icebreaker — the tactical diameter of the turning circle in open water is less than the overall length of the ship. This is especially useful during escort and assistance operations in difficult ice conditions when the icebreaker has to operate at close proximity to other vessels at low speeds. Together with three 1,150-kW Brunvoll FU-80-LTC-2000 variable-pitch bow thrusters the azimuth thrusters also allow dynamic positioning during offshore operations. The bow thrusters are not used in ice.

The maximum speed of Botnica is 16.5 knots (30.6 km/h; 19.0 mph) in open water and she can maintain a speed of 8 knots (15 km/h; 9.2 mph) in 80 cm (31 in) ice. The maximum ice thickness in which the vessel can maintain constant speed is 1.2 m (47 in). Her bollard pull is 117 tons.

Scenario 3: Please assume the drilling platform provided is the Botnica (specification below) and assume the Oden is available for this expedition so will form part of the ice breaker support fleet.

Botnica is as described above in Scenario 2.
Oden Specification provided at Annex B to this RFP.