**NNLC600 Chartered Car Service for Nuclear Sites Procurement**

**Request for Information (RFI)**

This exercise is a request for information as part of a pre-tender market consultation, it does not constitute a formal procurement process. The purpose of this exercise is to assess the capabilities within current markets to delivery this service. National Nuclear Laboratory (NNL) may choose to contact suppliers because of completing this questionnaire, if you wish for us not to contact you please make this clear on your questionnaire response.

We are not requesting quotations at this stage, although some questions request examples of previous contracts. This is to understand the indicative cost of any future procurement, but respondents will not be held to these values.

As part of potential upcoming work NNL requires a dedicated car service for course delivery team & ad hoc delegate transport duties.

The supplier transports the course delivery team from home location to the various nuclear licenced sites around the country that the course programme takes place at. Several strict must have requirements are in place, including:

* The supplier must be available for the pre-agreed course dates
* The supplier must be available for short notice ad-hoc requests during the courses to support the delivery team & course delegates
* The supplier must be available at short notice for ad-hoc visits or transport to meetings
* The supplier should have operations local to the course leads (NW England)
* The supplier must be familiar with the intricacies of transporting personnel to nuclear licensed sites
* The supplier must be SC cleared, hold a Sellafield P4 Pass (or be able to acquire before commencement of the contract), and be capable of gaining access to the variety of nuclear licenced sites the course visits at short notice
* The supplier must be available at short notice for ad-hoc requirements across the UK throughout the year.
* The supplier will be expected to support c. 16 courses per year, which will equate to roughly 48 days per year

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| **Contact Information** |
| Company Name |  |
| Address |  | Postcode |  |
| Name of person completing this form |  |
| Contact Details |  |
| Email Address |  |
| Phone Number |  |

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|  | **Relevant Experience** |
| Have you worked with the Nuclear Industry before? |  |
| Have you worked with the National Nuclear Laboratory before? |  |
| Please detail up to three contracts where you have previously delivered a similar service to the scope outlined on page 1.You should highlight who the contracting body is/was, the work carried out and scope of the contract. | Contract 1: |  |
| Contract 2: |  |
| Contract 3: |  |
| Please can you describe your company’s area of expertise. |  |
| Please detail 1 or more examples of car service which your company has previously supplied. |  |
| Please detail 1 or more examples of car service which your company has previously supplied to the nuclear industry. |  |
| Would you have the ability to obtain a P4 pass for April 2025? (or already have one) (Y/N) |  |
| Do you have the relevant security clearance (SC or above)? (Y/N) |  |
| Are you available at short notice to support ad-hock visits across the UK? (Y/N) |  |
| Are you based, or have a base, local to the course lead (NW England)? (Y/N) |  |
| Are you familiar with the intricacies of transporting personnel to nuclear licensed sites? (Y/N) |  |
| Are you available for short notice ad-hoc requests during the courses to support the delivery team & course delegates |  |
| Would you be available for pre-agreed course dates? (c. 15 courses per year ranging from 1 to 5 days) (Y/N) |  |

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| **Procurement** |
| Are you on any frameworks operated nationally by Framework providers, for example:CCS – Crown Commercial Service,NHS SBS - NHS Shared Business ServicesLUPC – London Universities Purchasing Consortium Yorkshire Purchasing Organisation - YPO,Eastern Shires Purchasing Organisation – ESPODynamic Purchasing System (DPS) - NNL |  |
| If yes, please provide the following information in relation to the framework. | Framework Provider |  |
| Framework Reference |  |
| If Lots, list all applicable |  |
| Do you have any internal or external pressures facing your business which would prevent you from tendering for this opportunity, should it become available after April 2025? |  |

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| **Additional Comments** |
| If you DO NOT wish to be contacted by NNL please write so here. Otherwise, you may provide any further information you think may be of use during this early market engagement exercise. |  |

**Please return this questionnaire to** **david.brown@uknnl.com** **before 17:00 on**

**Friday 25th October 2024.**