

Invitation to Quote (ITQ) on behalf of Natural Environment Research Council (NERC)

Subject UK SBS FM17117 DTS and DAS interrogator boxes Sourcing reference number FM17117

UK Shared Business Services Ltd (UK SBS)

www.uksbs.co.uk



Section 6 – Evaluation questionnaire

Bidders should note that the evaluation questionnaire is located within the **e-sourcing questionnaire**.

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

PLEASE NOTE THE QUESTIONS ARE NOT NUMBERED SEQUENCIALLY

COMMERCIAL QUESTIONNAIRE

Please state the full legal name and address and contact details of the organisation tendering (or organisation acting as lead contact where a consortium bid is being submitted).
The information should be based on the details of the organisation bidding (or organisation acting as lead contact where a consortium bid is being submitted). This is the legal entity with whom we will Contract if successful.
For information only
Table Bidders full legal name Address line 1 Address line 2 Address line 3 Address line 4 Town / City Country Post code (or equivalent) Bidder contact Telephone No. Email

SEL1.2	In the last three years, has any finding of unlawful discrimination been made against your organisation by an Employment Tribunal, an Employment Appeal Tribunal or any other court (or in comparable proceedings in any jurisdiction other than the UK)? And/or; In the last three years, has your organisation had a complaint upheld following an investigation by the Equality and Human Rights Commission or its predecessors (or a comparable body in any jurisdiction other than the UK), on grounds of alleged unlawful discrimination?
Bidder guidance	The Bidder shall answer Yes or No Yes – Fail No – Pass *If you have answered "yes" please provide, as an attachment to this question, a summary of the nature of the investigation and an explanation of the outcome of the investigation to date. If the investigation upheld the complaint against your organisation, please use the attachment to explain what action (if any) you have taken to prevent

	unlawful discrimination from reoccurring. You may be excluded if you are unable to demonstrate to the Contracting Authority's satisfaction that appropriate remedial action has been taken to prevent similar unlawful discrimination reoccurring.
Scoring Criteria	Mandatory Pass / Fail
Bidder response	Yes / No
SEL3.11	If you are Commercial organisation with a minimum financial turnover of

SEL3.11	If you are Commercial organisation with a minimum financial turnover of £36M, please confirm that you are compliant with Section 54 of the Modern Slavery Act 2015.
Bidder	The Bidder shall choose from the following options;
guidance	A. N/A – our turnover is less than £36M
	B. Yes – information attached
	C. No (with justification) – we are not compliant but will be prior to commencement of a contract
	D. No – we are not and will not be compliant at the time of award of the contract
Scoring	Mandatory Pass/ Fail
Criteria	
Bidder	Selection
response	

FOI1.1	FREEDOM OF INFORMATION ACT 2000 (FOI) AND / OR ENVIRONMENTAL INFORMATION REGULATIONS 2004 (EIR) Information provided in the course of the procurement process may be disclosed under Freedom of Information Act 2000 or Environmental Information Regulations 2004 if requested under an FOI request or EIR request. Please note that some of the information provided may be protected under the FOI Act exemptions and EIR Exceptions. More information on applying the exemptions or exceptions can be found under the Information Commissioners Office (ICO) website http://ico.org.uk Please confirm you have been informed that information provided under this Bid may be disclosed under the FOI Act 2000 and Environmental Information Regulations 2004 and agree to it being published irrespective of submitting a successful or unsuccessful Bid.
Bidder guidance	The Bidder shall answer Yes or No Yes – Pass No – Fail
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes / No

FOI1.2	FOI Act or EIR in Question FOI1. applicable) If you have agreed for your informact or EIR in Question FOI1.1 ple exceptions may apply to your information.	N REGULATIONS 2004 (EIR) y if you have agreed for your for the FOI Act or EIR in Question formation to be disclosed under the please complete a field 'N/A' (Not
Bidder guidance	The Bidder shall provide details of their proposed exemptions/exception in the table below. The Bidder (irrespective of submitting a successful or unsuccessful Bid) shall note that if the Contracting Authority believes that the suggested Exemptions or Exceptions have not been applied properly as per the Act or Regulation, the Contracting Authority will disclose the requested information unless another exemption or exception can be applied by the Contracting Authority. Be aware that by completing FOI1.1 and answering 'Yes' you have agreed for UK SBS to disclose the provided information under the Freedom of Information Act 2000 or Environmental Information Regulation 2004, therefore you will not be approached for consent.	
Scoring criteria	For information only	
Bidder response	Confidential Information	Justification for exemption/exception under FOI Act
	Commercially sensitive information	Justification for exemption/exception under FOI Act

I declare that to the best of my knowledge the answers submitted in this ITQ are correct. I understand that the information will be used in the process to assess my organisation's suitability to be invited to bid for the Contracting Authority's requirement and I am signing on behalf of my organisation. I understand that the Contracting Authority may reject this ITQ if there is a failure to answer all relevant questions fully or if I provide false/misleading information. I understand that the Government's transparency agenda requires that sourcing documents, including ITQ 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, including the ITQ, and any contract entered into by the

Contracting Authority or its customers with its preferred supplier once

AW1.1

FORM OF BID

	the procurement is complete. By submitting a response to this ITQ I agree that our participation may be made public. I understand that the answers given in this response will not be published on the web site (but may fall to be disclosed under Freedom of Information Act 2000 or Environmental Information Regulations 2004). By submitting a response to this ITQ I agree and accept the justification for the Contracting Authority's evaluation criteria. By submitting a response to this ITQ I agreed and accept that the Contracting Authority reserves the right to change without notice the procedure for awarding the Contract, to reject any or all bids for the Contract, to stop the process and not award the Contract (in whole or in part) at any time without any liability on its part. By submitting a response to this ITQ I agree and accept that nothing in this process is intended to form any express or implied contractual relationship between the Parties unless and until a Contract is awarded. The Contracting Authority is not liable for any costs resulting from cancellation of this process nor any costs incurred by Bidders taking part in this procurement process. I understand that where sourcing documents issued by the Contracting Authority or contracts with its suppliers fall to be disclosed the Contracting Authority will redact them as it thinks necessary, having regard (inter alia) to the exemptions/exceptions in the FOIA or EIR.
Bidder	The Bidder shall answer Yes or No
guidance	Yes - Pass No - Fail
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes / No

AW1.3	CERTIFICATE OF BONA FIDE BID
	The essence of procurement is that the customer shall receive bona fide competitive
	Bids, from all those Bidding. In recognition of this principle, we certify that this is a
	bona fide bid, intended to be competitive and that we have not fixed or adjusted the
	amount of bid by or under or in accordance with any agreement with any other
	person.
	We also certify that we have not done and we undertake that we will not do at any time
	before the hour and date specified for the return of this bid any of the following:
	(a) Communicate to a person other than the person calling for these
	bids the amount or approximate amount of the proposed bid, except
	where the disclosure, in confidence, of the approximate amount of
	the bid was necessary to obtain insurance premium quotations for
	the preparation of the bid;
	(b) Enter into any agreement or arrangement with any other person that
	he shall refrain from bidding or as to the amount of any bid to be submitted:
	(c) Offer to pay or agree to pay or give any sum of money or valuable
	consideration directly or indirectly to any person for doing or having
	done or causing or have caused to be done in relation to any other
	bid or proposed bid for the said supply / service any act or thing of
	the sort described above.
	In this certificate, the word "person" includes any persons and any body or
	association, corporate or unincorporated, and any "agreement or arrangement"
	includes any such transaction, formal or informal, and whether legally binding or not.

	We acknowledge that the Contracting Authority will be entitled to cancel the contract and to recover from us the amount of any loss resulting from such cancellation if we or our representatives (whether with our without our knowledge) shall have practiced collusion in Bidding for this contract or any other contract with the Contracting Authority or shall employ any corrupt or illegal practices either in the obtaining or execution of this contract or any other contract with the Contracting Authority. We agree that the Contracting Authority may disclose the Bidders information/documentation (submitted to the Contracting Authority during this Procurement) more widely within Government for the purpose of ensuring effective cross-Government procurement processes, including value for money and related purposes.
Bidder	The Bidder shall answer Yes or No
guidance	Yes – Pass
	No – Fail
Scoring	Mandatory Pass / Fail
criteria	
Bidder	Yes / No
response	

AW3.1	In the event of a Bidder successfully providing the most advantageous offer to the Contracting Authority against a procurement requirement, the Bidder is expected to provide an answer to the attached questions as a validation check prior to the award of any Contract. If the Bidder fails to meet the Contracting Authority's expectations we reserve the right to not award the Contract to the relevant Bidder and either award to the Bidder with the second most advantageous response or run a new procurement.`
Bidder guidance	The Bidder is not required to complete the validation check at this stage but will be required to respond to the questions in the event of providing the most advantageous offer to the Contracting Authority's against a procurement requirement. Yes – Pass No – Fail
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes I have understood that I need to complete the validation check in the event of providing the most advantageous offer to the Contracting Authority against a procurement requirement.

AW4.1	Please confirm your acceptance of the attached Contract Terms. NEC3 – SSC AW4.1 Terms
Bidder guidance	The Bidder shall answer Yes , No with justification or No Yes – Pass No with justification – Pass. See question AW4.2 for details of what amounts to a valid justification. No – Fail

Scoring criteria	Mandatory Pass / Fail
Bidder response	Drop down menu - Yes, No with justification, No

AW4.2	Where a Bidder has answered question AW4.1 with 'no with justification' they must detail the justification and the proposed change to the clause.
Bidder guidance	A justification for not accepting a specific clause or series of clauses from the attached Contract Terms is that the Bidder would be in breach of legal requirements or statutory regulations by complying with that clause or series of clauses (i.e. for the avoidance of doubt, being unable to comply with a clause or series of clauses because of an internal policy reason will not be considered to be a justification for a legal requirement or statutory regulation). Where the Bidder has answered question AW4.1 as "no with justification", the Bidder shall provide a Contract mark-up utilising track changes detailing the relevant clause, the proposed changes to the clause and the justification for the changes. In this case, the Bidder shall score a pass if (but only if) the Contracting Authority considers both the following requirements are satisfied: • the reasons stated as justifying the Bidder's statement that it cannot accept the Contract Terms due to legal requirements or statutory regulations are valid; and • the changes submitted do not create significant risk for the Contracting Authority and are reasonably necessary and proportionate to ensure the Bidder complies with the legal requirements and statutory regulations. Where a Bidder has answered Question AW4.1 with 'Yes' or 'No' it must answer 'not applicable' to achieve a Pass to question AW4.2 (noting that an answer of 'No' to question AW4.1 has already resulted in a fail). In the event of a Bidder answering Yes or No to Question AW4.1 and then providing a proposed mark up, rejection of a clause or a justification for a change then the response will be a Fail.
Scoring criteria	Mandatory Pass / Fail
Bidder response	Drop down menu 'N/A' 'I have answered AW4.1 'No with justification' and attach modifications / requested / justification'.

PRICE QUESTIONNAIRE

AW5.2	Bidders are required to complete the Excel Pricing Schedule attached in the Bidder Response section.		
	All prices sha	III be exclusive of VAT.	
		earing elsewhere in the Bid but not module shall be presumed waived.	entioned in this
Bidder guidance	The scoring me	onfirm they have completed the Pricing Sethodology for this question shall be: ce for a response which meets the pas	
		shall be scored on a pro rata basis in rore is then subject to a multiplier to rece criterion.	
	Where the sco	ring criterion is worth 50% then the 0-10 y 50	0 score achieved will
	equate to 40°	e if a supplier scores 80 from the availab % by using the following calculation: 0 (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.		
	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 lowest score possible is 0.		
	For example, assuming the lowest bid is £100,000.		
	Bid Price	Differential to the lowest price which meets the mandatory pass criteria	Score
	£100,000	0	100
	£120,000	20%	80
	£140,000	40%	60
	£150,000	50%	50
	£175,000	75%	25
	£200,000	100%	0
Cooring	£300,000	200%	0
Scoring criteria	Maximum Mark AW5.2 Price Schedule	ks 60%	
Bidder	Yes		

response	
AW5.5	The Contracting Authority is committed to delivering payments to suppliers within the timescales stated within our Contract terms and intend to embrace e-invoicing.
	There are a number of options for suppliers to choose from outlined in the attached FAQ. Please confirm your acceptance of e-payment.
	AW5.5 ISupplier fact sheet.pdf
	ISupplier
Bidder guidance	The Bidder shall answer Yes or No
	Yes – we will utilise an e-invoicing option - Pass
	No – we will not utilise an e-invoicing option - Fail
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes / No

AW5.6	Please confirm if you are successfully awarded this contract your implementation team will work with the Contracting Authority to ensure that e-invoicing is established within 28 days of Contract award by the Contracting Authority.
Bidder guidance	The Bidder shall answer Yes or No
	Yes – Pass
	No – Fail
Scoring	Mandatory Pass / Fail
criteria	
Bidder	Yes / No
response	

QUALITY QUESTIONNAIRE

AW6.1	Please confirm your compliance to the requirements of Section 4 Specification
Bidder guidance	The Bidder shall answer Yes or No Yes – Pass No – Fail
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes / No

PROJ1.1	Please confirm the equipment and training will be delivered by 28 th February 2018
Bidder guidance	The Bidder shall answer Yes or No Yes – Pass No - Fail
Scoring criteria	Mandatory Pass/Fail
Bidder response	Yes/ No

PROJ1.2	Please confirm that all items included in the pricing schedule (Excel spreadsheet) have been quoted for
Bidder	The Bidder shall answer Yes or No
guidance	Yes – Pass
	No - Fail
Scoring criteria	Mandatory Pass/Fail
Bidder	Yes/ No
response	165/140

PROJ1.3	Can training for up to 6 customer staff for setup and use of the DTS and DAS boxes be offered onsite after the boxes have been delivered so that customer staff can record and interpret data collected by the boxes and operate the boxes in the field
Bidder guidance	The Bidder shall answer Yes or No Yes – Pass No – Fail
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes / No

PROJ1.4 Please provide details on the equipment that you are proposing for Distributed Temperature Sensing (DTS) – in this instance consider the performance of the kit under field conditions with six wells connected together (5 wells at 280m and one well at 30m) plus surface cable connecting the wells together in a daisy chain which then links to the monitoring hut of total length 490m. Please include costs for connecting the box to the surface fibre inside the monitoring hut in the quote You should include, but not limit your response to cover the following; Is this system compatible with single and multimode fibres? What is the maximum number of channels? What is the finest sampling resolution that can be achieved downhole (i.e. distance between sample points, cm)? What is the sampling rate achievable in this scenario (samples per minute)? What is the spatial resolution (i.e. the distance over which the data are averaged) in this scenario (cm)? What is the temperature resolution in this scenario? What is the minimum change in temperature that can be detected in this field scenario (°C and over what time interval?). What is the operating temperature range over which the box can obtain accurate data? Can the system be tuned to have greater resolution in different subsurface intervals? What is the maximum signal to noise ratio achievable using the

	 equipment setup described above and explained in section 4? Please explain how the interrogator box is calibrated to ensure data quality during sampling and explain any calibration needs in terms of surface fibre that are needed Can the box communicate the data over an internet link to a remote operator? Please describe the connection Can settings on the interrogator be changed by a remote operator? Is any relevant software to receive and interpret the data included? Please include any costs for connecting fibre to the box in the quote. The boxes should be portable so that they can be utilised at other sites if required – please confirm this is the case.
Bidder	The Bidder shall upload their response as an attachment. Maximum word
Guidance	count 1,500 words. Anything submitted over and above the requested limit will not be evaluated. Attachments permitted
Scoring	Maximum Marks – 15%
Criteria	
Bidder	Free Text
Response	

PROJ1.5	Please provide details on the equipment that you are proposing for Distributed Acoustic Sensing (DAS) – in this instance consider the performance of the kit under field conditions with six wells connected together (5 wells at 280m and one well at 30m) plus surface cable connecting the wells together in a 'daisy chain' which then links to the monitoring hut of total length 495m. Please include costs for connecting the box to the surface fibre in the quote
	You should include, but not limit your response to cover the following;
	 Is this system compatible with single and multimode fibres? What is the maximum number of channels? What is the finest sampling resolution that can be achieved downhole (i.e. cm between sample points, cm)? What is the sampling rate achievable in this scenario (samples per minute)? What is the spatial resolution (i.e. the distance over which the data are averaged) in this scenario (cm)? What is the sensitivity of the fibre to small acoustic signals using the proposed interrogator box (frequency range, minimum dB, dynamic range etc)? What is the optimal resolution of the system to identify fluid movement through natural pathways in the subsurface using acoustic signals in the field setup described above and in Section 4? Can the system be tuned to have greater resolution in different subsurface intervals? What is the maximum signal to noise ratio achievable using the equipment setup explained in section 4? What is the noise floor? Please explain how the interrogator box is calibrated to ensure data quality during sampling and explain any calibration needs in terms of surface fibre Can the box communicate the data over an internet link to a remote operator? Please describe the connection Can settings on the interrogator be changed by a remote operator? Is any relevant software to receive and interpret the data included? Please include any costs for connecting fibre to the box in the quote. The boxes should be portable so that they can be utilised at other sites if required – please confirm this is the case. Would the data readings be affected by a large vehicle (e.g. a tractor)
Diddor	driving past the monitoring hut?
Bidder Guidance	The Bidder shall upload their response as an attachment. Maximum word count 1500 words. Anything submitted over and above the requested limit will not be evaluated. Attachments permitted
Scoring Criteria	Maximum Marks – 15%
Bidder Response	Free Text

PROJ1.6	Safety and compliance. Given the DTS and DAS interrogator boxes will be Class 1 laser products, please set out the safety compliance of these boxes. You should include, but not limit your response to cover the following; • EMC, FCC, CE mark
Bidder guidance	The Bidder shall upload their response as an attachment. Maximum word count 500 words. Attachments permitted
Scoring criteria	Maximum Marks – 5%
Bidder response	Free Text.

PROJ1.7	The interrogator boxes will be stored in a monitoring hut, but the temperature and humidity inside can vary quite widely. Please provide details on the robustness of the equipment proposed. You should include, but not limit your response to cover the following; • Operating and storage temperature ranges • All relevant IP ratings pertaining to any equipment quoted • Please indicate primary casing materials for all equipment quoted
Bidder guidance	The Bidder shall upload their response as an attachment. Maximum word count 1,200 words. Attachments permitted
Scoring criteria	Maximum Marks – 5%
Bidder response	Free Text.

PROJ1.8	Please confirm whether there will be the option to trade in the box later when an upgraded box becomes available
Bidder guidance	This question is to find out if there is a possibility to later upgrade the box should funding become available
	The Bidder shall upload their response as an attachment. Maximum word count 1,200 words. Attachments permitted
Scoring criteria	For information only
Bidder response	Free text

PROJ1.9	Please provide any additional information on the proposed DTS interrogator which you feel may be useful
Bidder guidance	Bidders are to provide any further information on the use of the equipment that may be useful
	The Bidder shall upload their response as an attachment. Maximum word count 1,200 words. Attachments permitted
Scoring criteria	For information only
Bidder response	Free Text.

PROJ1.10	Please provide any additional information on the proposed DAS interrogator which you feel may be useful
Bidder guidance	Bidders are to provide any further information on the use of the equipment that may be useful
	The Bidder shall upload their response as an attachment. Maximum word count 1,200 words. Attachments permitted
Scoring criteria	For information only
Bidder response	Free Text.