

IRM21/7564 - The Supply of Electrical Consumables and Associated Items

1. Part 1: Form A: Organisation and Contact Details

1.1- Organisation Details

1.1.1- Full name of organisation tendering (or of organisation acting as lead contact where a consortium bid is being submitted).

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.1.2- Address line 1

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.1.3- Address Line 2

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.1.4- Address Line 3

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.1.5- Town

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.1.6- County

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.1.7- Post Code

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.1.8- Company or Charity Registration Number

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.1.9- Please provide your Data Universal Numbering System (DUNS) number. If your organisation does not have a DUNS number, please obtain a DUNS number from Dun & Bradstreet (which is free of charge) and provide the Duns number to the Authority no later than 15 working days after the closing date for return of this PQQ.

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.1.10- VAT Registration Number

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.1.11- Name of immediate parent company

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.1.12- Name of ultimate parent company

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.1.13- Type of organisation

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

Options:

1. (i) a public limited company.

2. (ii) a limited company.
3. (iii) a limited liability partnership.
4. (iv) other partnership.
5. (v) sole trader.
6. (vi) other (please specify).

1.1.14- If other, please specify.

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.2- Contact Details

1.2.1- Name

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.2.2- Address Line 1

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.2.3- Address Line 2

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.2.4- Address Line 3

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.2.5- Town

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.2.6- County

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.2.7- Post Code

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.2.8- Country

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.2.9- Telephone Number

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.2.10- Mobile Number

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.2.11- Email

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.3- Consortia and Sub-Contracting

1.3.1- Please confirm the following:

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

Options:

1. a) Your organisation is bidding to provide the services required itself.
2. b) Your organisation is bidding in the role of Prime Contractor and intends to use third parties to

provide some services.

3. c) The Potential Provider is a consortium.

1.3.2- If your answer is (b) or (c) please indicate by confirming the relevant company/organisation name, the composition of the supply chain, indicating which member of the supply chain (which may include the Potential Provider solely or together with other providers) will be responsible for the elements of the requirement.

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.4- For completion by non-UK businesses only

1.4.1- Registration with professional body - Is your business registered with the appropriate trade or professional register(s) in the EU member state where it is established (as set out in Schedule 3 of the DSPCR) under the conditions laid down by that member state).

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.4.2- If "yes", please provide a copy of the certificate of registration or similar record.

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.4.3- Is it a legal requirement in the State where you are established for you to be licensed or a member of a relevant organisation in order to provide the requirement in this procurement?

Scoring and Weighting Criteria - If you fail to provide the requested information you may be deemed unsuccessful.

1.4.4- If yes, please provide details of what is required and confirm that you have complied with this.

Scoring and Weighting Criteria - If you fail to provide the requested information or are non-compliant with the above legal requirement you may be deemed unsuccessful.

2. Part 1: Form B - Grounds for Mandatory Rejection

2.1- Please state 'Yes' or 'No' to each question.

2.1.1- a) Conspiracy within the meaning of section 1 or section 1A of the Criminal Law Act 1977 or article 9 or 9A of the Criminal Attempts and Conspiracy (Northern Ireland) Order 1983, or in Scotland the Offence of conspiracy, where that conspiracy relates to participation in a criminal organisation as defined in Article 2 of Council Framework Decision 2008/841/JHA.

Scoring and Weighting Criteria - IMPORTANT NOTICE: If the procurement is regulated the Authority may be required by Regulation 23 of the DSPCR to exclude you from participating in this procurement. And the Authority operates similar standards for its procurements not subject to the procurement regulations. If you answer "Yes", please set out (in a separate Annex) full details of the relevant conviction and any remedial action taken, including any compensation paid, steps taken by you to aid the investigation of the matter, measures that you have taken to prevent further offences or misconduct. If you answer "No", but wish to provide any information relevant to this question, please provide the information in a separate Annex and make it clear that it relates to this question. All questions contained within Part 1 Form B are PASS/FAIL. If you fail any question within the Part 1 Form B, you will automatically be deemed unsuccessful.

2.1.2- b) Involvement in serious organised crime or directing serious organised crime within the meaning of section 28 or 30 of the Criminal Justice and Licensing (Scotland) Act 2010.

Scoring and Weighting Criteria - IMPORTANT NOTICE: If the procurement is regulated the Authority may be required by Regulation 23 of the DSPCR to exclude you from participating in this procurement. And the Authority operates similar standards for its procurements not subject to the procurement regulations. If you answer "Yes", please set out (in a separate Annex) full details of the relevant conviction and any remedial action taken, including any compensation paid, steps taken by you to aid the investigation of the matter, measures that you have taken to prevent further offences or misconduct. If you answer "No", but wish to provide any information relevant to this question, please provide the information in a separate Annex and make it clear that it relates to this question. All questions contained within Part 1 Form B are PASS/FAIL. If you

fail any question within the Part 1 Form B, you will automatically be deemed unsuccessful.

2.1.3- c) Corruption within the meaning of section 1 of the Public Bodies Corrupt Practices Act 1889 or section 1 of the Prevention of Corruption Act 1906*.

Scoring and Weighting Criteria - IMPORTANT NOTICE: If the procurement is regulated the Authority may be required by Regulation 23 of the DSPCR to exclude you from participating in this procurement. And the Authority operates similar standards for its procurements not subject to the procurement regulations. If you answer "Yes", please set out (in a separate Annex) full details of the relevant conviction and any remedial action taken, including any compensation paid, steps taken by you to aid the investigation of the matter, measures that you have taken to prevent further offences or misconduct. If you answer "No", but wish to provide any information relevant to this question, please provide the information in a separate Annex and make it clear that it relates to this question. All questions contained within Part 1 Form B are PASS/FAIL. If you fail any question within the Part 1 Form B, you will automatically be deemed unsuccessful.

2.1.4- d) The offence of bribery.

Scoring and Weighting Criteria - IMPORTANT NOTICE: If the procurement is regulated the Authority may be required by Regulation 23 of the DSPCR to exclude you from participating in this procurement. And the Authority operates similar standards for its procurements not subject to the procurement regulations. If you answer "Yes", please set out (in a separate Annex) full details of the relevant conviction and any remedial action taken, including any compensation paid, steps taken by you to aid the investigation of the matter, measures that you have taken to prevent further offences or misconduct. If you answer "No", but wish to provide any information relevant to this question, please provide the information in a separate Annex and make it clear that it relates to this question. All questions contained within Part 1 Form B are PASS/FAIL. If you fail any question within the Part 1 Form B, you will automatically be deemed unsuccessful.

2.1.5- e) Bribery within the meaning of section 1, 2 or 6 of the Bribery Act 2010.

Scoring and Weighting Criteria - IMPORTANT NOTICE: If the procurement is regulated the Authority may be required by Regulation 23 of the DSPCR to exclude you from participating in this procurement. And the Authority operates similar standards for its procurements not subject to the procurement regulations. If you answer "Yes", please set out (in a separate Annex) full details of the relevant conviction and any remedial action taken, including any compensation paid, steps taken by you to aid the investigation of the matter, measures that you have taken to prevent further offences or misconduct. If you answer "No", but wish to provide any information relevant to this question, please provide the information in a separate Annex and make it clear that it relates to this question. All questions contained within Part 1 Form B are PASS/FAIL. If you fail any question within the Part 1 Form B, you will automatically be deemed unsuccessful.

2.1.6- f) Bribery or corruption within the meaning of section 68 and 69 of the Criminal Justice (Scotland) Act 2003.

Scoring and Weighting Criteria - IMPORTANT NOTICE: If the procurement is regulated the Authority may be required by Regulation 23 of the DSPCR to exclude you from participating in this procurement. And the Authority operates similar standards for its procurements not subject to the procurement regulations. If you answer "Yes", please set out (in a separate Annex) full details of the relevant conviction and any remedial action taken, including any compensation paid, steps taken by you to aid the investigation of the matter, measures that you have taken to prevent further offences or misconduct. If you answer "No", but wish to provide any information relevant to this question, please provide the information in a separate Annex and make it clear that it relates to this question. All questions contained within Part 1 Form B are PASS/FAIL. If you fail any question within the Part 1 Form B, you will automatically be deemed unsuccessful.

2.1.7- h) Money laundering within the meaning of section 93A, 93B, or 93C of the Criminal Justice Act 1988, section 45, 46 or 47 of the Proceeds of Crime (Northern Ireland) Order 1996 or the Money Laundering Regulations 2003 or money laundering or terrorist financing within the meaning of the Money Laundering Regulations 2007*.

Scoring and Weighting Criteria - IMPORTANT NOTICE: If the procurement is regulated the Authority may be required by Regulation 23 of the DSPCR to exclude you from participating in this procurement. And the

Authority operates similar standards for its procurements not subject to the procurement regulations. If you answer "Yes", please set out (in a separate Annex) full details of the relevant conviction and any remedial action taken, including any compensation paid, steps taken by you to aid the investigation of the matter, measures that you have taken to prevent further offences or misconduct. If you answer "No", but wish to provide any information relevant to this question, please provide the information in a separate Annex and make it clear that it relates to this question. All questions contained within Part 1 Form B are PASS/FAIL. If you fail any question within the Part 1 Form B, you will automatically be deemed unsuccessful.

2.1.8- i) Terrorist offences or offences linked to terrorist activities, as defined in Articles 1 and 3 of Framework Decision 2002/475/JHA*.

Scoring and Weighting Criteria - IMPORTANT NOTICE: If the procurement is regulated the Authority may be required by Regulation 23 of the DSPCR to exclude you from participating in this procurement. And the Authority operates similar standards for its procurements not subject to the procurement regulations. If you answer "Yes", please set out (in a separate Annex) full details of the relevant conviction and any remedial action taken, including any compensation paid, steps taken by you to aid the investigation of the matter, measures that you have taken to prevent further offences or misconduct. If you answer "No", but wish to provide any information relevant to this question, please provide the information in a separate Annex and make it clear that it relates to this question. All questions contained within Part 1 Form B are PASS/FAIL. If you fail any question within the Part 1 Form B, you will automatically be deemed unsuccessful.

2.1.9- j) An offence in connection with proceeds of drug trafficking within the meaning of section 49, 50 or 51 of the Drug Trafficking Act 1994.

Scoring and Weighting Criteria - IMPORTANT NOTICE: If the procurement is regulated the Authority may be required by Regulation 23 of the DSPCR to exclude you from participating in this procurement. And the Authority operates similar standards for its procurements not subject to the procurement regulations. If you answer "Yes", please set out (in a separate Annex) full details of the relevant conviction and any remedial action taken, including any compensation paid, steps taken by you to aid the investigation of the matter, measures that you have taken to prevent further offences or misconduct. If you answer "No", but wish to provide any information relevant to this question, please provide the information in a separate Annex and make it clear that it relates to this question. All questions contained within Part 1 Form B are PASS/FAIL. If you fail any question within the Part 1 Form B, you will automatically be deemed unsuccessful.

2.1.10- k) In Scotland, the offence of incitement to commit any of the crimes described in Regulation 23(1).

Scoring and Weighting Criteria - IMPORTANT NOTICE: If the procurement is regulated the Authority may be required by Regulation 23 of the DSPCR to exclude you from participating in this procurement. And the Authority operates similar standards for its procurements not subject to the procurement regulations. If you answer "Yes", please set out (in a separate Annex) full details of the relevant conviction and any remedial action taken, including any compensation paid, steps taken by you to aid the investigation of the matter, measures that you have taken to prevent further offences or misconduct. If you answer "No", but wish to provide any information relevant to this question, please provide the information in a separate Annex and make it clear that it relates to this question. All questions contained within Part 1 Form B are PASS/FAIL. If you fail any question within the Part 1 Form B, you will automatically be deemed unsuccessful.

2.1.11- l) Any other offence within the meaning of Article 39(1)(a), (b), (d), or (e) of the Defence and Security Procurement Directive 2009/81/EC as defined by the law of any part of the United Kingdom or of Gibraltar.

Scoring and Weighting Criteria - IMPORTANT NOTICE: If the procurement is regulated the Authority may be required by Regulation 23 of the DSPCR to exclude you from participating in this procurement. And the Authority operates similar standards for its procurements not subject to the procurement regulations. If you answer "Yes", please set out (in a separate Annex) full details of the relevant conviction and any remedial action taken, including any compensation paid, steps taken by you to aid the investigation of the matter, measures that you have taken to prevent further offences or misconduct. If you answer "No", but wish to provide any information relevant to this question, please provide the information in a separate Annex and make it clear that it relates to this question. All questions contained within Part 1 Form B are PASS/FAIL. If you

fail any question within the Part 1 Form B, you will automatically be deemed unsuccessful.

3. Part 1: Form C - Grounds for discretionary rejection

3.1- Please state 'Yes' or 'No' to each question.

3.1.1- a) Being an individual, is a person in respect of whom a debt relief order has been made or is bankrupt or has had a receiving order or administration order or bankruptcy restrictions order or debt relief restrictions order made against him or has made any composition or arrangement with or for the benefit of creditors or has made any conveyance or assignment for the benefit of creditors or appears unable to pay or to have no reasonable prospect of being able to pay, a debt within the meaning of Section 268 of the Insolvency Act 1986, or Article 242 of the Insolvency (Northern Ireland) Order 1989, or in Scotland has granted a trust deed for creditors or become otherwise apparently insolvent, or is the subject of a petition presented for sequestration of his estate, or is the subject of any similar procedure under the law of any other State.

Scoring and Weighting Criteria - IMPORTANT NOTICE: The Authority is entitled to exclude you from participating in this procurement if any of the following apply but may decide to allow you to proceed further. If you cannot answer 'no' to every question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out (in a separate Annex) full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Authority in considering whether or not you will be able to proceed any further in respect of this procurement exercise.

Please state 'Yes' or 'No' to each question.

All questions contained within Part 1 Form C are PASS/FAIL. If you fail any question within the Part 1 Form C, you will automatically be deemed unsuccessful.

3.1.2- b) Being a partnership constituted under Scots law, has granted a trust deed or become otherwise apparently insolvent, or is the subject of a petition presented for sequestration of its estate.

Scoring and Weighting Criteria - IMPORTANT NOTICE: The Authority is entitled to exclude you from participating in this procurement if any of the following apply but may decide to allow you to proceed further. If you cannot answer 'no' to every question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out (in a separate Annex) full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Authority in considering whether or not you will be able to proceed any further in respect of this procurement exercise.

Please state 'Yes' or 'No' to each question.

All questions contained within Part 1 Form C are PASS/FAIL. If you fail any question within the Part 1 Form C, you will automatically be deemed unsuccessful.

3.1.3- c) Being a company or any other entity within the meaning of section 255 of the Enterprise Act 2002 has passed a resolution or is the subject of an order by the court for the company's winding up otherwise than for the purpose of bona fide reconstruction or amalgamation, or has had a receiver, manager or administrator on behalf of a creditor appointed in respect of the company's business or any part of the company's business or is the subject of similar procedures under the law of any other State?

Scoring and Weighting Criteria - IMPORTANT NOTICE: The Authority is entitled to exclude you from participating in this procurement if any of the following apply but may decide to allow you to proceed further. If you cannot answer 'no' to every question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out (in a separate Annex) full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Authority in considering whether or not you will be able to proceed any further in respect of this procurement exercise.

Please state 'Yes' or 'No' to each question.

All questions contained within Part 1 Form C are PASS/FAIL. If you fail any question within the Part 1 Form C, you will automatically be deemed unsuccessful.

3.2- Please state 'Yes' or 'No' to each question

3.2.1- a) Been convicted of a criminal offence relating to the conduct of its business or profession, including, for example, any infringements of any national or foreign law on protecting security of information or the export of defence or security goods.

Scoring and Weighting Criteria - IMPORTANT NOTICE: The Authority is entitled to exclude you from participating in this procurement if any of the following apply but may decide to allow you to proceed further. If you cannot answer 'no' to every question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out (in a separate Annex) full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Authority in considering whether or not you will be able to proceed any further in respect of this procurement exercise.

☑ Please state 'Yes' or 'No' to each question.

☑ All questions contained within Part 1 Form C are PASS/FAIL. If you fail any question within the Part 1 Form C, you will automatically be deemed unsuccessful.

3.2.2- b) Committed an act of grave misconduct in the course of its business or profession, including a breach of obligations regarding security of information or security of supply required by the contracting authority in accordance with Regulation 38 or 39 of the DSPCR during a previous contract.

Scoring and Weighting Criteria - IMPORTANT NOTICE: The Authority is entitled to exclude you from participating in this procurement if any of the following apply but may decide to allow you to proceed further. If you cannot answer 'no' to every question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out (in a separate Annex) full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Authority in considering whether or not you will be able to proceed any further in respect of this procurement exercise.

☑ Please state 'Yes' or 'No' to each question.

☑ All questions contained within Part 1 Form C are PASS/FAIL. If you fail any question within the Part 1 Form C, you will automatically be deemed unsuccessful.

3.2.3- c) Been told by a contracting authority, that the Potential Provider does not to possess the reliability necessary to exclude risks to the security of the United Kingdom*.

Scoring and Weighting Criteria - * Please note that under the DSPCR the Authority may, on the basis of any evidence, including protected data sources, not select Potential Providers that do not to possess the reliability necessary to exclude risks to the security of the United Kingdom. The Authority operates similar standards for its procurements not subject to the procurement regulations. All questions contained within Part 1 Form C are PASS/FAIL. If you fail any question within the Part 1 Form C, you will automatically be deemed unsuccessful.

☑ IMPORTANT NOTICE: The Authority is entitled to exclude you from participating in this procurement if any of the following apply but may decide to allow you to proceed further. If you cannot answer 'no' to every question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out (in a separate Annex) full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Authority in considering whether or not you will be able to proceed any further in respect of this procurement exercise. Please state 'Yes' or 'No' to each question. All questions contained within Part 1 Form C are PASS/FAIL. If you fail any question within the Part 1 Form C, you will automatically be deemed unsuccessful.

3.2.4- d) Failed to fulfil obligations relating to the payment of social security contributions under the law of any part of the United Kingdom or Gibraltar.

Scoring and Weighting Criteria - IMPORTANT NOTICE: The Authority is entitled to exclude you from participating in this procurement if any of the following apply but may decide to allow you to proceed further. If you cannot answer 'no' to every question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out (in a separate Annex) full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Authority in considering whether or not you will be able to proceed any further in respect of this

procurement exercise.

Please state 'Yes' or 'No' to each question.

All questions contained within Part 1 Form C are PASS/FAIL. If you fail any question within the Part 1 Form C, you will automatically be deemed unsuccessful.

3.2.5- e) Failed to fulfil obligations relating to the payment of taxes under the law of any part of the United Kingdom or Gibraltar.

Scoring and Weighting Criteria - IMPORTANT NOTICE: The Authority is entitled to exclude you from participating in this procurement if any of the following apply but may decide to allow you to proceed further. If you cannot answer 'no' to every question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out (in a separate Annex) full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Authority in considering whether or not you will be able to proceed any further in respect of this procurement exercise.

Please state 'Yes' or 'No' to each question.

All questions contained within Part 1 Form C are PASS/FAIL. If you fail any question within the Part 1 Form C, you will automatically be deemed unsuccessful.

3.2.6- f) Are you a relevant commercial organisation as defined by section 54 ("Transparency in supply chains etc.") of the Modern Slavery Act 2015 ("the Act")?

Scoring and Weighting Criteria - IMPORTANT NOTICE: The Authority is entitled to exclude you from participating in this procurement if any of the following apply but may decide to allow you to proceed further. If you cannot answer 'no' to every question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out (in a separate Annex) full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Authority in considering whether or not you will be able to proceed any further in respect of this procurement exercise.

Please state 'Yes' or 'No' to each question.

All questions contained within Part 1 Form C are PASS/FAIL. If you fail any question within the Part 1 Form C, you will automatically be deemed unsuccessful.

3.2.7- g) If you have answered 'Yes' to the above question 3.2.6 are you compliant with the annual reporting requirements contained within Section 54 of the Act 2015?

Scoring and Weighting Criteria - IMPORTANT NOTICE: The Authority is entitled to exclude you from participating in this procurement if any of the following apply but may decide to allow you to proceed further. If you cannot answer 'no' to every question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out (in a separate Annex) full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Authority in considering whether or not you will be able to proceed any further in respect of this procurement exercise.

Please state 'Yes' or 'No' to each question.

All questions contained within Part 1 Form C are PASS/FAIL. If you fail any question within the Part 1 Form C, you will automatically be deemed unsuccessful.

3.2.8- h) If you have answered 'Yes' to the above question 3.2.7 please provide the relevant url OR if you have answered 'No' please provide an explanation

Scoring and Weighting Criteria - IMPORTANT NOTICE: The Authority is entitled to exclude you from participating in this procurement if any of the following apply but may decide to allow you to proceed further. If you cannot answer 'no' to every question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out (in a separate Annex) full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Authority in considering whether or not you will be able to proceed any further in respect of this procurement exercise.

☑ Please state 'Yes' or 'No' to each question.

☑ All questions contained within Part 1 Form C are PASS/FAIL. If you fail any question within the Part 1 Form C, you will automatically be deemed unsuccessful.

4. PART 1: FORM D - Economic and Financial Standing

4.1- Financial Information

4.1.1- What was your overall turnover in each of the last two financial years?

Scoring and Weighting Criteria - Please enter the information in the following format for each year required:

£..... for year ended --/--/----

☑ A financial assessment that is proportionate to the proposed contract will be undertaken on the supplier's financial status. An overall pass / fail judgement will be made after considering areas such as turnover, profit, net assets, liquidity, gearing and capacity. This assessment will include the Parent company, where applicable. An independent financial assessment obtained from a reputable credit rating organisation may be utilised as part of this process.

4.2- Please provide the information indicated below

4.2.1- A copy of your audited accounts for the most recent two years or for the period that is available if trading for less than two years.

Scoring and Weighting Criteria - A financial assessment that is proportionate to the proposed contract will be undertaken on the supplier's financial status. An overall pass / fail judgement will be made after considering areas such as turnover, profit, net assets, liquidity, gearing and capacity. This assessment will include the Parent company, where applicable. An independent financial assessment obtained from a reputable credit rating organisation may be utilised as part of this process.

4.2.2- A statement of your turnover, profit & loss account and cash flow for the most recent year of trading.

Scoring and Weighting Criteria - A financial assessment that is proportionate to the proposed contract will be undertaken on the supplier's financial status. An overall pass / fail judgement will be made after considering areas such as turnover, profit, net assets, liquidity, gearing and capacity. This assessment will include the Parent company, where applicable. An independent financial assessment obtained from a reputable credit rating organisation may be utilised as part of this process.

4.2.3- A statement of your cash flow forecast for the current year and a bank letter outlining the current cash and credit position.

Scoring and Weighting Criteria - A financial assessment that is proportionate to the proposed contract will be undertaken on the supplier's financial status. An overall pass / fail judgement will be made after considering areas such as turnover, profit, net assets, liquidity, gearing and capacity. This assessment will include the Parent company, where applicable. An independent financial assessment obtained from a reputable credit rating organisation may be utilised as part of this process.

4.2.4- Alternative means of demonstrating financial status if trading for less than a year.

Scoring and Weighting Criteria - A financial assessment that is proportionate to the proposed contract will be undertaken on the supplier's financial status. An overall pass / fail judgement will be made after considering areas such as turnover, profit, net assets, liquidity, gearing and capacity. This assessment will include the Parent company, where applicable. An independent financial assessment obtained from a reputable credit rating organisation may be utilised as part of this process.

4.3- Insurance

4.3.1- Employer's liability insurance is a legal requirement (except for businesses employing only the owner / close family members) and this must be at least £5 million. Please confirm that you have this in place.

Scoring and Weighting Criteria - If you do not meet this legal requirement you will be deemed unsuccessful.

5. PART 1: FORM E - Technical and Professional Ability

5.1- Experience and Contract Examples

5.1.1- Customer Organisation (name)

Scoring and Weighting Criteria - the response will be marked as an overall score to the example at 5.1.8 and any further examples.

5.1.2- Contact Name

Scoring and Weighting Criteria - the response will be marked as an overall score to the example at 5.1.8 and any further examples.

5.1.3- Contact Telephone Number

Scoring and Weighting Criteria - the response will be marked as an overall score to the example at 5.1.8 and any further examples.

5.1.4- Contact Email Address

Scoring and Weighting Criteria - the response will be marked as an overall score to the example at 5.1.8 and any further examples.

5.1.5- Contract Start Date

Scoring and Weighting Criteria - the response will be marked as an overall score to the example at 5.1.8 and any further examples.

5.1.6- Contract Completion Date

Scoring and Weighting Criteria - the response will be marked as an overall score to the example at 5.1.8 and any further examples.

5.1.7- Contract Value

Scoring and Weighting Criteria - the response will be marked as an overall score to the example at 5.1.8 and any further examples.

5.1.8- Brief description of contract (max 150 words) including evidence as to your technical capability in this market.

Scoring and Weighting Criteria - Section 5.1 (and 5.2 where applicable) will be assessed and an overall score applied as follows:

☐

☐0 – No Answer - No evidence of past experience demonstrating an ability to perform contracts that are technically or professionally comparable to the requirement.

☐

☐1 – Poor - Evidence of past experience demonstrates a limited ability to perform contracts (i.e. failure to meet time, cost or performance parameters) that are technically or professionally comparable to the requirement. Proposed but untried mitigation to prevent re-occurrence of problems.

☐

☐2 – Satisfactory - Evidence of past experience demonstrates a limited ability to perform contracts (i.e. failure to meet time, cost or performance parameters) that are technically or professionally comparable to the requirement. Evidence provided why this was not the fault of the contractor or of proven mitigation to prevent re-occurrence of problems.

☐

☐3 – Good - Evidence of past experience demonstrates an ability to perform contracts effectively (i.e. achieving time, cost or performance parameters) that are technically or professionally comparable to the requirement.

☐

☐4 – Very good - Evidence of past experience demonstrates an ability to perform effectively contracts (i.e. achieving time, cost or performance parameters) that are technically or professionally comparable to the requirement and at least of similar financial value.

☐

☐5 – Excellent - Evidence of past experience demonstrates an exceptional ability to perform contracts (i.e. surpassing time, cost or performance parameters) that are technically or professionally comparable to the requirement and at least of similar financial value.

5.2- Experience and Contract Examples

5.2.1- If you cannot provide at least one example, please briefly explain why (100 words max)

Scoring and Weighting Criteria - Section 5.1 (and 5.2 where applicable) will be assessed and an overall score applied as follows:

☐

☐0 – No Answer - No evidence of past experience demonstrating an ability to perform contracts that are technically or professionally comparable to the requirement.

☐

☐1 – Poor - Evidence of past experience demonstrates a limited ability to perform contracts (i.e. failure to meet time, cost or performance parameters) that are technically or professionally comparable to the requirement. Proposed but untried mitigation to prevent re-occurrence of problems.

☐

☐2 – Satisfactory - Evidence of past experience demonstrates a limited ability to perform contracts (i.e. failure to meet time, cost or performance parameters) that are technically or professionally comparable to the requirement. Evidence provided why this was not the fault of the contractor or of proven mitigation to prevent re-occurrence of problems.

☐

☐3 – Good - Evidence of past experience demonstrates an ability to perform contracts effectively (i.e. achieving time, cost or performance parameters) that are technically or professionally comparable to the requirement.

☐

☐4 – Very good - Evidence of past experience demonstrates an ability to perform effectively contracts (i.e. achieving time, cost or performance parameters) that are technically or professionally comparable to the requirement and at least of similar financial value.

☐

☐5 – Excellent - Evidence of past experience demonstrates an exceptional ability to perform contracts (i.e. surpassing time, cost or performance parameters) that are technically or professionally comparable to the requirement and at least of similar financial value.

5.3- Electronic Trading

5.3.1- Please confirm that you are willing to conduct electronic trading, currently via email invoicing, with Babcock Land Defence Limited

Scoring and Weighting Criteria - Pass/Fail

5.4- Mandatory Selection Criterion for the Government's Cyber Essentials Scheme

5.4.1- Your organisation currently has a current and valid Cyber Essentials certificate, which has been awarded by one of the government approved Cyber Essentials accreditation bodies within the last 12 months

Scoring and Weighting Criteria - PASS/FAIL. You must have a Cyber Essentials certificate by the contract start date. And flow down this mandatory selection criterion to any part of the supply chain that falls within its scope.

5.4.2- Your organisation does not currently have a current and valid Cyber Essentials certificate which has been awarded by one of the government approved Cyber Essentials accreditation bodies BUT you are working towards gaining it, and will be in a position to confirm that you have been awarded a current and valid Cyber Essentials certificate by one of the government approved accreditation bodies by the Commencement Date of the Contract.

Scoring and Weighting Criteria - PASS/FAIL. You must have a Cyber Essentials certificate by the contract start date. And flow down this mandatory selection criterion to any part of the supply chain that falls within its scope.

5.4.3- Your organisation does not have a current and valid Cyber Essentials certificate which has been awarded by one of the government approved Cyber Essentials accreditation bodies, but you can demonstrate (or will be able to demonstrate by the Commencement Date of the Contract) that your organisation meets the technical requirements prescribed by the Cyber Essentials Scheme, as detailed in the following link: <https://www.cyberessentials.ncsc.gov.uk/> and that you can provide evidence of verification by a technically competent and independent third party (which has taken place within the last 12 months) that your organisation demonstrates current compliance with Cyber Essentials technical requirements.

☐

Scoring and Weighting Criteria - PASS/FAIL. You must have a Cyber Essentials certificate by the contract start date. And flow down this mandatory selection criterion to any part of the supply chain that falls within its scope.

5.4.4- Please confirm you are working with your proposed supply chain to ensure where appropriate that they either have a Cyber Essentials certificate, are working towards obtaining one or that they can demonstrate and provide evidence that they have the technical requirements prescribed by the Cyber Essentials Scheme as detailed in the link above, and that you will have this in place by the Commencement Date of each of your supplier Contracts. (Answer 'No' if this does not apply, i.e. there is no supply chain).

Scoring and Weighting Criteria - PASS/FAIL. You must have a Cyber Essentials certificate by the contract start date. And flow down this mandatory selection criterion to any part of the supply chain that falls within its scope.

5.4.5- If you have any comments you wish to offer in support of your answers, for example if you want to explain why not every member of your supply chain holds the appropriate level of certification, you can provide them here. The Authority may, at its discretion, consider your comments when determining whether it will pass or fail your answers. Note: You are not obliged to provide any comments; the option to provide them is to allow you to offer the rationale for your answers where you feel it necessary to do so.

Scoring and Weighting Criteria - PASS/FAIL. You must have a Cyber Essentials certificate by the contract start date. And flow down this mandatory selection criterion to any part of the supply chain that falls within its scope.

6. PART 2: FORM F: Project Questions

6.1- Core Capability

6.1.1- Please describe the capability within the business activities of your organisation, which will be used to deliver this requirement, including the number of years you have been involved in these activities. If you do not currently have the capability and your intention is to develop this capability, please demonstrate how your organisation intends to achieve this capability. Economic Operators who score a 0 (zero) or 1 (one) to this question will be excluded from further participation in this requirement.

Scoring and Weighting Criteria - Scoring Criteria to be applied:

0= No Answer.

1= Poor – The Potential Provider has provided very little information, or the core business demonstrated cannot be linked to this requirement.

2= Satisfactory – The Potential Provider has demonstrated a core business in an area which is similar to this requirement.

3= Good – The Potential Provider has provided evidence of its core business elements of which can easily be linked to this requirement.

4= Very Good – The Potential Provider has clearly demonstrated a core business all of which can be linked to this requirement.

5= Excellent – The Potential Provider has clearly demonstrated a well established core business which is closely linked to this requirement.

6.2- ISO Certification

6.2.1- Please provide evidence, by way of valid certificate(s), of your ISO 9001:2008/2015 or equivalent accreditation including full details of scope. The scope must be relevant to this requirement. Should this requirement fall outside your scope of activities, but you intend to establish a supply chain that holds the relevant accreditation, please provide evidence of such. To be valid the certificate(s) must be in date and to a recognised European (EN) Quality Management System (QMS) standard and be issued by a Certified Body holding suitable accreditation from a National Accreditation Body (NAB) who is a signatory to the International Accreditation Forum (IAF) or IAF Accredited Regional Multi-Lateral Agreement (MLP). If you have answered b) or c) to Q1.3 please provide the information requested for the sub-contractor you detailed or your consortia. The Minimum Standard is to provide a valid certificate of ISO 9001:2015 or equivalent certification detailing a scope relevant to this requirement. Failure to so provide will exclude your organisation from further

participation in this requirement, save where a satisfactory response to [Q3] is provided Add by uploading new file

Scoring and Weighting Criteria - Pass/Fail

6.3- Certification (where ISO not held)

6.3.1- If you do not hold ISO 9001:2015 or equivalent certification or if your certification is not in a relevant scope (as required by [Q2]), you must provide a explanation stating why such certification is not held, and full details of what Quality Management System is embedded within your organisation, including details of the procedures you have in place for periodically reviewing, correcting and improving your Quality Management System. Your response must demonstrate that your Quality Management System is comparable with the standard required for ISO 9001:2015 or equivalent certification (as required by [Q2]). The Authority reserves the right to conduct a site audit to confirm your response, at your cost; this audit may be conducted by a competent 3rd party. The Minimum Standard is to demonstrate to the satisfaction of the Authority that you have a Quality Management System which is embedded within your organisation and which satisfies the above listed requirements. Failure to so demonstrate will exclude your organisation from further participation in this requirement. If you have answered question 2 please respond with 'N/A' in this section (Your response must be less than the allowable 3800 characters for the large text field)

Scoring and Weighting Criteria - Pass/Fail

6.4- Non Compliant Work and Goods

6.4.1- Please describe the processes and procedures your organisation has in place for identifying, recording, controlling and rectifying any non-compliant goods and/or works/services before delivery. Please describe how you periodically review, correct and improve quality performance in this area. Economic Operators who score a 0 (zero) or 1 (one) to this question will be excluded from further participation in this requirement.

Scoring and Weighting Criteria - Scoring Criteria to be applied:

0= No information provided.

1= Poor – The Potential Provider has provided little information and no evidence of procedures in place for identifying non-compliances.

2= Satisfactory – The Potential Provider has provided evidence of identifying and recording non-compliant work. There is limited detail regarding implementing corrective and preventative actions.

3= Good – The Potential Provider has provided evidence of identifying and recording non-compliant work. Some detail regarding implementing corrective and preventative actions has been provided with examples of current procedures.

4= Very Good – The Potential Provider has provided well established procedures for the recording of non compliances and evidence of where implementing corrective and preventative has proven successful.

5= Excellent – The Potential Provider has provided well established procedures for the recording of non compliances and evidence of corrective and preventative measures also provided with examples of how these can be used for this requirement.

6.5- Supply Chain Management

6.5.1- Please provide details of how you qualify and monitor the performance of your approved or preferred suppliers. You must demonstrate a formal approach to selecting suppliers suitable to meet the requirements of this contract and a process for monitoring their performance, including a process for recovering poor performance if necessary. Economic Operators who score a 0 (zero) or 1 (one) to this question will be excluded from further participation in this requirement.

Scoring and Weighting Criteria - Scoring Criteria to be applied:

0= No Answer.

1= Poor – The Potential Provider has provided little or no evidence of any monitoring of their supply chain.

2= Satisfactory – The Potential Provider has provided some information detailing a basic process in place to monitor their supply chain.

3= Good - The Potential Provider has demonstrated current processes in place to monitor the performance of their suppliers.

24= Very Good – The Potential Provider has clearly demonstrated an effective process for monitoring the performance of their suppliers.

25= Excellent – The Potential Provider has clearly demonstrated a well established and regularly reviewed process for monitoring their supply chain and included details of how dips in performance are managed.

6.6- Sourcing of Goods

6.6.1- Please demonstrate your ability to source the Authority's requirements by NATO Stock Number using Codification Support Information System' (CSIS). Please also indicate whether you have, or how you plan to attain, full access to CSIS. The Minimum Standard is to demonstrate that you have, or will have, full access (as necessary to provide this requirement) to CSIS and to demonstrate to the satisfaction of the Authority an adequate process for ensuring that goods and/or parts used in repairs are compliant to CSIS. Economic Operators who score a 0 (zero) or 1 (one) to this question will be excluded from further participation in this requirement.

Scoring and Weighting Criteria - Scoring Criteria to be applied:

20= No Answer.

21= Poor – The Potential Provider has provided little or no evidence of their ability to source MOD requirements.

22= Satisfactory – The Potential Provider has made reference to CSIS and provided basic detail in their ability to source MOD requirements.

23= Good - The Potential Provider has made stated a commitment to CSIS and has confirmed the intention to obtain access to CSIS.

24= Very Good – The Potential Provider has demonstrated a sound approach to sourcing items by NATO Stock Number. Has applied for access to CSIS and confirmed a willingness to support additional Contract items as and when required.

25= Excellent – The Potential Provider has provided evidence to indicate experience of sourcing MOD requirements by NATO Stock Number. Has full access to CSIS and understands how to identify approved sources of supply. Has clearly defined processes and resources for sourcing and supporting additional requirements during the lifetime of the Contract

6.7- Organisation

6.7.1- Please demonstrate that your staff have suitable qualifications, experience and skills to deliver the goods and/or works/services required under this contract. The information provided must be suitably anonymised so as not to include any personal data (as defined in (a) the UK's Data Protection Act 1998 or (b) EU Regulation 2016/679 ("GDPR") and any laws or regulations ratifying, implementing, adopting, supplementing or replacing GDPR. The Minimum Standard is to demonstrate to the satisfaction of the Authority that your staff are suitably qualified to deliver this requirement. Failure to so demonstrate will exclude your organisation from further participation in this requirement.

Scoring and Weighting Criteria - Pass/Fail

6.8- Security

6.8.1- Please describe your security processes and procedures relating to (i) creation and storage of information and documentations (howsoever stored) and (ii) access control and security at all your organisation's locations and sites of activity in each case so as to ensure the safe keeping of the Authority's information/documentations and/or equipment/articles. These processes and procedures must demonstrate that the Authority's information/documentations and/or equipment/articles will be stored in locations that are secure with appropriate monitoring in place. Please confirm the arrangements you have in place to ensure that your suppliers meet and comply with your own security requirements. The Minimum Standard is to demonstrate to the Authority's satisfaction security processes and procedures which comply with the above requirements and which are embedded within your organisation. Failure to so demonstrate will exclude your organisation from further participation in this requirement. (Your response must be less than the allowable 3800 characters for the large text field)

Scoring and Weighting Criteria - Pass/Fail

6.9- Risk Management

6.9.1- Please describe how risk management is handled within your organisation. You must demonstrate a proportionate approach to risk management which is capable of identifying and mitigating potential risks relevant to this requirement. Please describe how you periodically review, correct and improve performance in this area. Economic Operators who score a 0 (zero) or 1 (one) to this question will be excluded from further participation in this requirement.

Scoring and Weighting Criteria - Scoring Criteria to be applied:

0= No Answer - Potential Provider has supplied no information.

1= Poor – The Potential Provider has supplied limited detail of Risk Management.

2= Satisfactory – The Potential Provider has supplied a Risk Management plan and demonstrates the process within the organisation.

3= Good - . The Potential Provider has supplied a Risk Management plan and process detail provided are robust

4= Very Good – The Potential Provider has provided a Risk Management plan and process detail provided are robust. Evidence has been provided that demonstrate the successful application of some of the processes

5= Excellent – The Potential Provider has supplied a Risk Management plan and process detail provided are robust. Evidence has been provided that clearly demonstrate the successful application of all of the processes. Key risks associated with this requirement has been provided.

6.10- Health and Safety

6.10.1- Please provide details of your organisation's written health & safety policy, including details of processes and procedures to ensure that all legal requirements are met. Please provide details, together with supporting evidence, of how you monitor and review your health & safety policy, processes and procedures in order to improve health & safety performance and embed health & safety into your organisation's culture. Please confirm and provide evidence that you have in place a policy and processes for providing your workforce with health & safety training and information appropriate to the type of work they are undertaking. The Minimum Standard is to demonstrate, to the Authority's satisfaction by providing narrative and supporting evidence and/or a copy of a valid OHSAS certificate, a health & safety policy and associated processes and procedures which comply with the above listed requirements and which are embedded within your organisation. Failure to so demonstrate will exclude your organisation from further participation in this requirement. (Your response must be less than the allowable 3800 characters for the large text field and not contain any links to processes)

Scoring and Weighting Criteria - Pass/Fail

6.11- Environmental

6.11.1- Please provide details of your organisation's written environmental policy, including details of processes and procedures to ensure all legal requirements are met. Please provide confirmation, together with copies thereof, that you hold all environmental certificates, licences, authorisations and/or permits required pursuant to applicable environmental legislation and/or regulations in order to deliver the requirements of this contract. The Minimum Standard is (i) to demonstrate to the Authority's satisfaction an environmental policy which complies with the above listed requirements and which is embedded within your organisation and (ii) to provide any necessary certificates, licences, authorisations and/or permits. Failure to so demonstrate will exclude your organisation from further participation in this requirement. (Your response must narrative and be less than the allowable 3800 characters for the large text field and not contain any links to processes)

Scoring and Weighting Criteria - Pass/Fail

6.12- Insurance

6.12.1- Please self-certify whether you already have, or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below:

Employers (Compulsory) Liability Insurance = £5m

?

It is a legal requirement that all companies hold Employer's (Compulsory) Liability Insurance of £5 million as a

minimum. Please note this requirement is not applicable to Sole Traders. Failure to self-certify will exclude your organisation from further participation in this requirement. Evidence of insurance as indicated above will be required prior contract commencement.

Scoring and Weighting Criteria - Pass/Fail

7. Signature

7.1- Confirmation

7.1.1- Part 1

Options:

1. Form A
2. Form B
3. Form C
4. Form D

7.1.2- Part 2

Options:

1. Form E
2. Form F

7.2- Form Completed By

7.2.1- Name

7.2.2- Date

7.2.3- Signature on behalf of the Potential Provider

8. Supporting Documents.

8.1- Please upload any supporting documents here.

8.1.1- Please upload any supporting documents here.