



The Coal
Authority

OFFICIAL: SENSITIVE - COMMERCIAL

Provision of a new telemetry system

Procurement guidance & supporting information
Pre-qualification stage

CA18/2/1/10



Contents

Overview	1
Indicative timetable.....	2
Site Visits.....	2
Description of the works.....	2
PQQ Assessment Criteria.....	3
Guidelines.....	8
Assessment & Feedback.....	9
Acceptance procedure.....	9
Declaration.....	9

Overview

This tender will be associated with Coal Authority reference CA18/2/1/10.

The Coal Authority (TCA) wishes to appoint a Contractor to provide a replacement Telemetry system for the Mine Water Treatment Schemes (MWTS) it owns and manages.

These schemes remove contaminants, such as iron, from water that flows through old mine workings, before discharging the treated water back into the watercourse. Being able to monitor the health and performance of the equipment at these schemes is therefore vital in ensuring the effective running of the schemes and in helping TCA to meet the discharge consents set by the Environment Agency.

The Telemetry replacement project will cover 47 Mine Water Treatment Schemes (MWTS) located over 49 separate sites. These sites are located on the Coalfields in Scotland, the North East, the North West, Yorkshire, the Midlands and Wales, with a total of 39 sites in England, 5 sites in Wales, and 5 sites in Scotland. Some of these sites are covered by an existing Telemetry system, which will be replaced by the new system.

The Mine Water Treatment Schemes that are in scope for the telemetry project fall into five categories, which are listed, in the table below:

Type Number	Description	Number of schemes
1	Pumped Passive	33
2	Pumped- Chemical Dosed	8
3	Active Process Plant	1
4	Pumping Stations	5
5	Gas Fan Stations	2
		49

The following table shows the geographical distribution of schemes in each category:

Area	Pumped Passive	Pumped-Chemical Dosed	Active Process Plant	Pumping Stations	Gas Fan Stations	<u>Number of schemes</u>
Scotland	2	2	0	1	0	5
North East	9	2	1	4	2	18
North West	7	3	0	0	0	10
Yorkshire	5	0	0	0	0	5
Midlands	6	0	0	0	0	6

Wales	4	1	0	0	0	5
<u>Total</u>	33	8	1	5	2	49

The conditions of contract are the core clauses and the clauses for the Option A, dispute resolution Option W2 and secondary Options X2, X4, X18, Y(UK)2, Y(UK)3 and Z of the NEC3 Engineering and Construction Contract April 2013.

The duration of the contract will initially be seven years with options for a further three one year extensions

Indicative Timetable

Below is detailed the indicative timetable of the procurement process.

Task	Date
PQQ Published	8 July 2019
PQQ Return deadline	2 September 2019
Invitation to Tender published	30 September 2019
Accompanied site visits	w.c. 21 October 2019
Tender submission deadline	25 November 2019
Software demonstrations	w.c. 9 December 2019
Contract Award	w.c. 13 January 2020

Any changes to these timescales will be notified with the maximum possible notice.

PQQs received after the closing date and time will not be considered. Failure to comply with the provisions of these Instructions or to complete the PQQ document in full and without alteration may also result in the disqualification of your submission.

Site Visits

There will be no site visits during the PQQ stage.

An accompanied site visit will be made available for shortlisted tenderers during the tender period.

PQQ Assessment Criteria

The Coal Authority intends to invite up to a maximum of seven parties to tender for the contract.

The shortlist of contractors will be selected following the evaluation of responses to the PQQ.

Any party submitting a PQQ must accept the Coal Authority's terms & conditions.

The Coal Authority will reject any PQQ which is not completed fully or which it deems is not compliant.

A PQQ response shall only be compliant if the following elements are completed:

Elements forming the assessment

Element	Assessment Basis
Standard Selection Questionnaire	Meets Requirements
Safety, Health and Environment Questionnaire	Meets Requirements
Technical Assessment	Scored as detailed below

Standard Selection Questionnaire

The first element of the PQQ assessment will be Standard Selection Questionnaire and is summarised below:

Standard Selection Questionnaire – Part 1: Potential supplier Information

Section 1 Potential supplier information

Standard Selection Questionnaire – Part 2: Exclusion Grounds

Section 2 Grounds for mandatory exclusion

Section 3 Grounds for discretionary exclusion

Standard Selection Questionnaire – Part 3: Selection Questions

Section 4 Financial Standing

Section 5 Parent Company

Section 6 Experience

Section 7 Modern Slavery Act 2015

Section 8 Additional Questions

Quality Scoring Assessment

Technical Assessment - Details.

The scoring will be on the basis of the quality scoring approach below

Assessment	Detail	Score
Adds Value	The evaluators are satisfied that the submission demonstrates clearly and convincingly how all the <i>Employer's</i> requirements in the area being evaluated will be delivered in an excellent way adding value	5
Meets Requirements	The evaluators are satisfied that the submission demonstrates how the <i>Employer's</i> requirements in the area being evaluated will be met to an acceptable standard.	4
Minor Concerns	The evaluators consider that the submission demonstrates how most of the <i>Employer's</i> requirements for the area being evaluated will be delivered but there are areas of minor concern.	3
Significant Concerns	The evaluators consider that the submission leaves them with significant concerns about the requirements for the area being evaluated being delivered in an acceptable manner	2
Unacceptable	Either <ul style="list-style-type: none"> no proposals are submitted in relation to the aspect of the proposals for delivery being evaluated, the evaluators consider that the submission fails to demonstrate how the <i>Employer's</i> requirements for the area being evaluated will be delivered or the evaluators have major reservations about the approach or solution proposed in the submission in relation to the area being evaluated 	0

The Coal Authority reserves the right to deem any submission scoring a 0 or 2 for any scored question as non – compliant and as such may be excluded from consideration

Technical Assessment – Details

See below details, requirements and weightings for the quality elements of this tender.

Subject	Weight	Question	High Scoring Response
Experience	22.5%	<p>Provide examples of three previous projects with relevance to the scale and complexity of our requirements.</p> <p>Examples should include details of:</p> <ul style="list-style-type: none"> • Clients • Scale of project (sites / volumes etc.) • Dates of work • Programme of works • Hardware & software implemented • Integration with legacy hardware <p>A comparison of the actual costs and delivery timescales compared to the tendered costs and timescales (these can be expressed as % to protect commercial confidentiality).</p> <p>Max 4 pages of A4</p>	<p>Examples that are comparable and relevant to TCA requirements (with appropriate supporting evidence).</p> <p>Examples that show appropriate match to complexity of our requirements.</p> <p>Three examples provided with at least two within the last three years.</p> <p>Inclusion of photographs of example mimics, dashboards and hardware installations.</p> <p>Submissions are project specific and not part of a general brochure or marketing material.</p>
Delivery of Projects	10%	<p>Our requirement is for a single point of contact for delivery and support of our project regardless of the number of parties involved in the delivery.</p> <p>Provide examples of how you have managed projects in this way either as principal contractor in a joint venture or (if relevant) the single contractor delivering projects.</p> <p>How have you ensured that stakeholders' (such as the client, third party operators etc.) needs are met?</p>	<p>Provision of stakeholder management delivered plans (or relevant evidence) that shows evidence of excellent stakeholder identification and planning.</p> <p>Clear and compelling evidence about the processes employed to manage the client relationship.</p> <p>If sub-contracted, provision of evidence</p>

Subject	Weight	Question	High Scoring Response
		Max 4 pages of A4	<p>supporting management of delivery to the client.</p> <p>Credible evidence showing how stakeholder requirements were met in previous projects.</p> <p>Credible evidence showing how the organisation has operated either as single contractor or principal contractor in a joint venture.</p>
Risk Management	10%	<p>Please evidence of how you have assessed and managed risk on a project with relevance and similar scale to our requirements.</p> <p>The risks management should relate (but not be limited to) these risks:</p> <ul style="list-style-type: none"> • Financial • Technical • Time • Quality • Health & Safety • Information security 	<p>Clear and credible evidence of a highly developed risk management process that takes into account all aspects of a project of this scale.</p> <p>Example of a risk register developed for a similar project that shows careful consideration of relevant risks.</p> <p>A project specific submission rather than a generic submission.</p>
Software Innovation	12.5%	<p>Please provide examples of how you have innovated the use of software and provide examples of your software development road map that evidences how you respond to changing customer needs.</p> <p>Max 4 pages of A4</p>	<p>Use of cloud and Internet of Things capabilities.</p> <p>Provision of a software development roadmap showing future (at least five years) strategy.</p> <p>Evidence of responding to both changing customer needs and also changing technical environment.</p>

Subject	Weight	Question	High Scoring Response
Data Integration	12.5%	<p>Please demonstrate how you have made telemetry data available for export/import/use into other business systems in previous projects.</p> <p>Max 2 pages of A4</p>	<p>Evidence of automated, consistent, reliable data transfer.</p> <p>Examples of data architecture.</p> <p>Evidence and examples of supported formats.</p> <p>Evidence of batch exports and API capability.</p>
Predictive Maintenance Management	10%	<p>Please provide examples of where projects you have delivered have provided the opportunity for predictive maintenance management benefits for your clients.</p> <p>These examples should include (where possible) the details of use by clients and any cost savings delivered.</p> <p>Max 3 pages of A4</p>	<p>Credible evidence of the approach taken to achieve savings and benefits for the client.</p> <p>Clear evidence of how your offering allowed the client to undertake predictive maintenance management.</p> <p>Evidence of savings delivered.</p>
Contract Management	12.5%	<p>Provide details of past relevant or similar projects showing how you have managed the contract, how the contract has been implemented and how it has been managed throughout the lifecycle of the project.</p> <p>The Coal Authority will be using NEC ECC Contract Option A for this project so any experience of using this form of contract should be highlighted.</p> <p>Details of methods and personnel skills used for the management of NEC ECC contracts is of particular relevance.</p> <p>Please explain how your experience and skills have benefitted the client Project Manager in these examples.</p>	<p>Relevant or similar project examples provided which were managed under NEC ECC.</p> <p>Evidence that key resources for the project have understanding of the NEC ECC suite of contracts or equally relevant examples.</p> <p>Clear and concise evidence of highly developed contract management skills and experience.</p> <p>Evidence of experience of beneficial working with client Project Managers.</p>

Subject	Weight	Question	High Scoring Response
		Equivalent experience of contract management will be accepted and considered. Maximum of 3 pages of A4	
Cyber Security Standards	10%	<p>Provide evidence of your compliance with Cyber Essentials and/or ISO27001, including scope.</p> <p>Provide detail of your most recent penetration testing and remediation actions taken. Include an executive summary with the actions taken, how long it took to implement necessary changes and how it was verified that the vulnerabilities were resolved.</p> <p>Describe how this fits into the organisation's information security regime. Include relevant information risk management policies that shows how your organisational governance recognises the need to put in place effective measures.</p>	<p>Details will include information regarding change management control and SDLC. Evidence of ongoing remediation works and mitigating controls. Penetration testing conducted by a certified third party is preferred.</p> <p>Provision of a certified ISMS (e.g. Cyber Essentials +, ISO27001), with applicable scope which includes development and delivery of the service/product.</p> <p>Patching and vulnerability management process and policy.</p>

Please note the page count limitations for responses.

The material contained in any submissions exceeding maximum page limits will only be reviewed up to the page limit indicated.

Guidelines

The questionnaire should be completed by a partner/director/senior manager.

Please answer each question fully. The Authority stresses the value and importance of substantiating answers with supporting documentation when requested.

The questionnaire should be completed accurately, if successful this document will form part of the contract.

The response and supporting documents must relate specifically to the organisations policy and arrangements.

Organisations currently providing services to the Authority must provide full details as requested and not just refer to the Authority projects briefly.

Assessment & Feedback

The PQQ submissions will be assessed in accordance with selection criteria.

Upon completion of shortlisting the organisations which are not successful will be informed through the issue of a letter providing debrief information on the assessment of the submission and scoring.

Acceptance Procedure

The Authority does not bind itself to invite you to tender for the project and will not be responsible for, nor pay for, any expenses or losses which may be incurred by you in the preparation of your tender.

It is intended that the procurement process will take place in accordance with the provisions of this PQQ, and the associated ITT, but the Coal Authority reserves the right to terminate, suspend, amend or vary this procurement process by notice to all potential bidders in writing.

The Coal Authority will have no liability for any losses, costs or expenses caused to bidders as a result of such termination, suspension, amendment or variation.

No organisation shall be deemed to have been included within the shortlist for tendering unless such inclusion has been notified in writing to the organisation.

Whether or not you are invited to tender for the scheme, you must treat the details of all tender documents as private and confidential.

If you require clarification, then a query through the online messaging facility should be submitted.

Declaration

We declare that this is a bona fide tender, intended to be competitive, and that we have not fixed or adjusted the amount of the tender by or under or in accordance with any agreement or arrangement with any other person.

We also declare that we have not done and we undertake that we will not do at any time before the returnable date for this tender any of the following acts:-

- (a) Communicate to a person other than the person calling for these tenders the amount or approximate amount of the proposed tender;

(b) Enter into any agreement or arrangement with any other person that he shall refrain from tendering or as to the amount of any tender to be submitted;

(c) Offer, pay or give 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 having caused to be done in relation to any other tender or proposed tender for the said work any act or thing of the sort described above.

In this declaration 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.