**F-799 SOLE SOURCE JUSTIFICATION REQUEST FORM**

|  |
| --- |
| **Section 1 – Essential Information** |
| **Name of Supplier / Contractor** | Steve Vick International | **NDA correspondence log number** *(if applicable)* | N/A |
| **Programme name** | **DV16403 ALES Operations/Decomm.** | **Site name** | Winfrith |
| 1. New Purchase Order (PO)
 | New Purchase Order? Yes  | Existing PO No:   |
| 1. Original Value
 | £0 |
| 1. Total of Previous Variations
 | N/A |
| 1. Value (this SSJ request)
 | £75,392.58 Original value +25% for potential variations and/or delays. |
| 1. Total Authorised
 | £75,392.58 |
| 1. proposed Contract Start Date
 | 01/02/25 |
| 1. proposed Contract End date
 | 28/02/25 |
| 1. Has the supplier previously provided these works, goods or services to NRS via a direct award or a sole source?
 | Yes, at Hinkley (REF. HPB ES 03) Dungeness  | Summary of 12 months previous spend: £39,120.00. Works carried out ~2021 |
| **Section 2 - Brief Description of goods/services required** *(Buyer to request that the Demander completes section 2)* |
| The A5 active drains require decommissioning. The alpha contamination present within the pipe work represents a hazard to workers during decommissioning operations (cutting etc.). Foam filling of the pipework was selected as a method to minimise these hazards.The technical solution is that this needs to be carried out externally via a hot tap and foamed method to ensure radiological risks are contained and managed prior to cutting the primary containment. This is an innovative technique previously used at Hinkley and within the gas industry and there is only one known contractor that performs this in the nuclear decommissioning sector. |
| **Section 3 - Sole Source Justification** (select any that apply) | **UBW \*1** |
| X | Minimum needs can only be satisfied by unique supplies / services available from this source | No other supplier |
| [ ]  | The item(s) or service(s) purchased involve patented, copyrighted or proprietary processes |  |
| [ ]  | Only the specific make or model of the equipment or parts described shall satisfy needs for replacement parts or additional units to meet standardisation requirements. |  |
| [ ]  | Control of raw materials makes the supplies or services available from only one source |  |
| [ ]  | Unusual or compelling urgency precludes fair and effective competition. Delay in award shall most likely result in NDA financial loss or a prolonged hazardous or unsafe situation. (Applies to genuine emergencies not driven by poor planning or preparation). |  |
| [ ]  | The purchase order or subcontract is issued for electric power, water or other public services for which the rates are publicly regulated and available from only one source. |  |
| **Detailed justification\*2 building on selection(s) above** *(Buyer to complete section 3 in consultation with the P&SC lead)* |
| As part of the general decommissioning requirements of Plant and Structures, the A5 active drains represents one of the biggest radiological hazards associated with the ALES facility. Removal of the pipelines will enable further decommissioning of the ductwork which will reduce inputs of groundwater/rainwater into ALES.Works are required to be undertaken in February 2025.The safety case for the works requires the reduction of the potential release of predominantly alpha contamination. The technique and process of foam filling contaminated pipe has been assessed and include in the Safety Case modification ALES/MOD/24/01. The safety reduction is estimated to be 95% for any release during cutting operations. This justifies the argument for carrying out any pipe cutting without setting up a ventilated work enclosure.Steve Vick International is a supplier that provides unique and innovative techniques which reduces the risk of any radiological contamination. This is an innovative technique previously used at Hinkley and within the gas industry and there is only one known contractor that performs this in the nuclear decommissioning sector.Steve Vick International have working history as a competent sub-contractor on Magnox/NRS with successful projects delivered on Berkley, Dungeness, and Hinkley Point. They are currently involved in a project at Hinkley and are recommended by the project engineer involved. The Winfrith project team are confident of Steve Vick International resources, technical ability and knowledge of the nuclear industry to deliver this short-term work. There are no other companies with this knowledge and experience.A direct award is driven by the safety and environmental protection offered by this process which cannot be self-performed like other decommissioning method. Steve Vicks International can mobilise quickly, so it will help meet decommissioning programme objectives.The requisition is below the required threshold therefore no Legal opinion is required. |
| **Section 4 - Sole Source Validation**The following actions have been taken to determine potential sources for the goods and/or services and to validate the need to sole source this procurement action: |
| [ ]  | A market survey was conducted using publications and/or trade journals, with Procurements support to identify potential suppliers. |
| [ ]  | Other sources were sought through publication of the requirements in Find a Tender Service (FTS), or other publications and trade journals. |
| [ ]  | Drawings and specifications were reviewed to determine if less restrictive requirements would meet project needs. Performance specifications were considered, as well as technical specifications. |
| [ ]  | Under unusual or compelling urgency no other potential sources were contacted or sought. |
| [x]  | Other – This is an innovative technique previously used at Hinkley and within the gas industry and there is only one known contractor that performs this in the nuclear decommissioning sector. |

|  |
| --- |
| **Section 5 – Other Considerations** |
| [ ]  | The request is for a worker who provides their service through an intermediary, but would be classed as an employee if they were contracted directly.  | IR35 may apply - Seek guidance from the Head of Resourcing and / or Legal \*4 |

|  |
| --- |
| **Section 6 – Declaration and Approvals \*3:** |
| The Public Contract Regulation 2015 (as amended) state that all awards over £25,000 (including VAT) in value must be advertised on the Contracts Finder portal to ensure open and transparent procurement.  |
| **Demander: Name, title and date** | Signature |
| **Andy Philps****Senior Project Manager DATE** |  |
| **Buyer: Name, title and date** | Signature |
|  |  |
| **Magnox P&SC Approval: Name, Title and date** | Signature |
|  |  |
| **NDA: Name, title and date** | Signature |
|  |  |

**Notes:**

|  |  |
| --- | --- |
| \*1 | UBW options relating to Sole Source are as follows1. Notavail - Only one supplier can provide the good / service
2. Nocomp (competition dispensed with) - More than one supplier can supply the good / service but there is a specific reason why one supplier is favoured over the others.
3. Competed – Purchase has been competed
 |
| \*2 | Justification **MUST** be detailed enough to explain why the Sole source option has been chosen i.e. why the relevant boxes have been selected.  |
| \*3 | The following authorisations are required: * £0 - £10,000 = Buyer
* £10,001 - £5,000,000 = P&SC Heads of Procurement
* £5,000,001+ = NDA
* £5,000,001+ = Approved within UBW by the Commercial Director upon receipt of evidence of NDA approval (obtained by the P&SC Heads of Procurement).
* >£10,000,000 = Department for Energy Security and Net Zero (DESNZ)

Over 5 years in duration = NDANote that Magnox Legal must review sole source contracts over £5,000,000 prior to NDA approval being sought. Note that legal input may be required for sole source procurements below this threshold that are higher risk.* These delegation limits relate to the duration of the commitment

No form is required for values under £10,000 – the Buyer should include a brief justification in UBW for these |
| \*4 | IR35 impactsThe off payroll working rules can apply if a worker (sometimes known as a contractor) provides their services through their own limited company or another type of intermediary to the client.An intermediary will usually be the worker’s own personal service company, but could also be any of the following:* a partnership,
* a personal service company, or
* an individual

The rules make sure that workers, who would have been an employee if they were providing their services directly to the client, pay broadly the same Income Tax and National Insurance contributions as employees. These rules are known as ‘IR35’.The client (Magnox) is the organisation who is or will be receiving the services of a contractor. They may also be known as the engager, hirer, or end client. The client is responsible for determining if the off payroll working rules apply. Seek advice from the People & Corporate Category team and / or Legal if it’s possible this could apply. |
| Other | Failure to attach a completed copy of this form in UBW or providing one with insufficient explanations will result in rejection of the request.  |