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Request for Quotation

**Request for Quotation**

**Monitoring Cable Protection**

You are invited to submit a quotation for the requirement described in the specification, Section 2.

Please confirm by email, receipt of these documents and whether you intend to submit a quote or not.

Your response should be returned to the following email address by 17:00 BST on 5th September 2023:

Email: lucy.crooks@naturalengland.org.uk

Date: Tuesday 5th September 2023

Time: 17:00

Reference: MonCPM

Ensure you include the name of the quotation and ‘Final Submission’ in the subject field to make it clear that it is your response.

Contact Details and Timetable

Dr Lucy Crooks will be your contact for any questions linked to the content of the quote or the process. Please submit any clarification questions via email and note that, unless commercially sensitive, both the question and the response will be circulated to all tenderers.

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| --- | --- |
| Action | Date |
| Date of issue of RFQ | 27-07-2023at12:00 BST |
| Deadline for clarifications questions | 16-08-2023 at13:00 BST |
| Deadline for receipt of Quotation | 05-09-2023at17:00 BST |
| Intended date of Contract Award | 14-09-2023 |
| Intended Contract Start Date | 18-09-2023 |
| Intended Delivery Date / Contract Duration | 29-02-2024 |

Section 1: General Information

Glossary

Unless the context otherwise requires, the following words and expressions used within this Request for Quotation shall have the following meanings (to be interpreted in the singular or plural as the context requires):

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| --- | --- |
|  |  |
| “Authority” | Means Natural England who is the Contracting Authority. |
| “Contract” | means the contract to be entered into by the Authority and the successful supplier. |
| “Response” | means the information submitted by a supplier in response to the RFQ. |
| “RFQ” | means this Request for Quotation and all related documents published by the Authority and made available to suppliers. |

Conditions applying to the RFQ

You should examine your Response and related documents ensuring it is complete and in accordance with the stated instructions prior to submission.

Your Response must contain sufficient information to enable the Authority to evaluate it fairly and effectively. You should ensure that you have prepared your Response fully and accurately and that prices quoted are arithmetically correct for the units stated.

By submitting a Response, you, the supplier, are deemed to accept the terms and conditions provided in the RFQ. Confirmation of this is required in Annex 2.

Failure to comply with the instructions set out in the RFQ may result in the supplier’s exclusion from this quotation process.

Acceptance of Quotations

By issuing this RFQ the Authority does not bind itself to accept any quotation and reserves the right not to award a contract to any supplier who submits a quotation.

Costs

The Authority will not reimburse you for any costs and expenses which you incur preparing and submitting your quotation, even if the Authority amends or terminates the procurement process.

Self-Declaration and Mandatory Requirements

The RFQ includes a self-declaration response (Annex 1) which covers basic information about the supplier, as well as any grounds for exclusion. If you do not comply with them, your quotation will not be evaluated.

Any mandatory requirements will be set out in Section 2, Specification of Requirements and, if you do not comply with them, your quotation will not be evaluated.

Clarifications

Any request for clarification regarding the RFQ and supporting documentation must be submitted via email no later than the deadline for clarifications set out in the Timetable. The Authority shall be under no obligation to respond to queries raised after the clarification deadline.

The Authority will respond to all reasonable clarifications as soon as possible but cannot guarantee a minimum response time. The Authority will publish all clarifications and its responses to all suppliers via email unless deemed commercially sensitive.

If a supplier believes that a request for clarification is commercially sensitive, it should clearly state this when submitting the clarification request. However, if the Authority considers either that:

* the clarification and response are not commercially sensitive; and
* all suppliers may benefit from its disclosure,

then the Authority will notify the supplier (via email), and the supplier will have an opportunity to withdraw the request for clarification by sending a further message requesting the withdrawal of the clarification request. If not withdrawn by the supplier within 2 working days of the Authority’s notification, the Authority may publish the clarification request and its response to all suppliers and the Authority shall not be liable to the supplier for any consequences of such publication.

The Authority reserves the right to seek clarification of any aspect of a quotation and/or provide additional information during the evaluation phase to carry out a fair evaluation. Where the Authority seeks clarification on any aspect of the quotation, the supplier must respond within the timeframe requested by the Authority.

Amendments

The Authority may amend the RFQ at any time prior to the deadline for receipt. If it amends the RFQ the Authority will notify you via email.

Suppliers may modify their quotation prior to the deadline for Responses. No Responses may be modified after the deadline for Responses.

Suppliers may withdraw their quotations at any time by submitting a notice via the email to the named contact.

Conditions of Contract

The Authority’s standard [Condensed Terms and Conditions](https://www.gov.uk/government/organisations/natural-england/about/procurement) provided as part of the RFQ will be included in any contract awarded as a result of this quotation process. The Authority will not accept any changes to these terms and conditions proposed by a supplier.

Suppliers should note that the quotation provided by the successful bidder will form part of the Contract.

Prices

Prices must be submitted in £ sterling, inclusive of VAT.

Disclosure

All Central Government Departments, their Executive Agencies and Non-Departmental Public Bodies are subject to control and reporting within Government. In particular, they report to the Cabinet Office and HM Treasury for all expenditure. Further the Cabinet Office has a cross-Government role delivering overall Government policy on public procurement, including ensuring value for money and related aspects of good procurement practice.

For these purposes, the Authority may disclose within Government any details contained in your quotation. The information will not be disclosed outside Government during the procurement.

In addition, the Authority is subject to the Freedom of Information Act 2000 and the Environmental Information Regulations 2004, which provide a public right of access to information held by public bodies. In accordance with these two statutes, the Authority may be required to disclose information contained in your quotation to any person who submits a request for information pursuant to those statutes.

By submitting a quotation, you consent to these terms as part of the procurement.

Disclaimers

Whilst the information in this RFQ and any supporting information referred to herein or provided to you by the Authority have been prepared in good faith the Authority does not warrant that this information is comprehensive or that it has been independently verified.

The Authority does not:

* make any representation or warranty (express or implied) as to the accuracy, reasonableness or completeness of the RFQ;
* accept any liability for the information contained in the RFQ or for the fairness, accuracy or completeness of that information; or
* accept any liability for any loss or damage (other than in respect of fraudulent misrepresentation or any other liability which cannot lawfully be excluded) arising as a result of reliance on such information or any subsequent communication.

Any supplier considering entering into contractual relationships with the Authority following receipt of the RFQ should make its own investigations and independent assessment of the Authority and its requirements for the goods and/or services and should seek its own professional financial and legal advice.

Protection of Personal Data

In order to comply with the General Data Protection Regulations 2018, the contractor must agree to the following:

* You must only process any personal data in strict accordance with instructions from the Authority
* You must ensure that all the personal data that we disclose to you, or you collect on our behalf under this agreement are kept confidential.
* You must take reasonable steps to ensure the reliability of employees who have access to personal data.
* Only employees who may be required to assist in meeting the obligations under this agreement may have access to the personal data.
* Any disclosure of personal data must be made in confidence and extend only so far as that which is specifically necessary for the purposes of this agreement.
* You must ensure that there are appropriate security measures in place to safeguard against any unauthorised access or unlawful processing or accidental loss, destruction or damage or disclosure of the personal data.
* On termination of this agreement, for whatever reason, the personal data must be returned to us promptly and safely, together with all copies in your possession or control.

General Data Protection Regulations 2018

For the purposes of the Regulations the Authority is the data processor.

The personal information that we have asked you provide on individuals (data subjects) that will be working for you on this contract will be used in compiling the tender list and in assessing your offer. If you are unsuccessful the information will be **held and destroyed within two years** of the award of contracts. If you are awarded a contract, it will be retained for the duration of the contract and destroyed within **seven years** of the contract’s expiry.

We may monitor the performance of the individuals during the execution of the contract, and the results of our monitoring, together with the information that you have provided, will be used in determining what work is allocated under the contract, and in any renewal of the contract or in the award of future contracts of a similar nature. The information will not be disclosed to anyone outside the Authority without the consent of the data subject, unless the Authority is required by law to make such disclosures.and in any renewal of the contract or in the award of future contracts of a similar nature. The information will not be disclosed to anyone outside the Authority without the consent of the data subject, unless the Authority is required by law to make such disclosures.

Equality, Diversity & Inclusion (EDI)

The Client is striving to create a diverse and inclusive working environment where every individual has equality of opportunity to progress and to apply their unique insights to making the UK a great place for living. The Service Provider is expected to respect this commitment in all dealings with Natural England staff and service users.

Suppliers are expected to;

* support Defra group to achieve its Public Sector Equality Duty as defined by the Equality Act 2010, and to support delivery of [Defra group’s Equality & Diversity Strategy](https://www.gov.uk/government/publications/defra-group-equality-diversity-and-inclusion-strategy-2020-to-2024/defra-group-equality-diversity-and-inclusion-strategy-2020-to-2024).
* meet the standards set out in the [Government’s Supplier Code of Conduct](https://www.gov.uk/government/publications/supplier-code-of-conduct)
* work with Defra group to ensure equality, diversity and inclusion impacts are addressed (positive and negative) in the goods, services and works we procure, barriers are removed and opportunities realised.

Sustainable Procurement

Addressing global sustainability impacts and realising additional community benefits within commercial activity is core to Defra group’s approach, working with its supply chain is key to achieving sustainable outcomes. In addition to supporting Defra group to meet its outcomes we look to understand and reduce negative sustainability impacts associated with our commercial activity and realise benefits.

The Client encourages its suppliers to share these values, work to address negative impacts and realise opportunities, measure performance and success.

Suppliers are expected to have an understanding of the Sustainable Development Goals, the interconnections between them and the relevance to the Goods, Services and works procured on the Client’s behalf.

Conflicts of Interest

The concept of a conflict of interest includes but is not limited to any situation where an Involved Person or Relevant Body has directly or indirectly, a financial, economic or other personal interest which might be perceived to compromise their impartiality and independence in the context of the procurement procedure and/or affect the integrity of the contract award.

We expect suppliers to mitigate appropriately against any real or perceived conflict of interest through their work with government. A supplier with a position of influence gained through a contract should not use that position to unfairly disadvantage any other supplier or reduce the potential for future competition.

Where the supplier is aware of any circumstances giving rise to a conflict of interest or has any indication that a conflict of interest exists or may arise you should inform the Authority of this as soon as possible (whether before or after they have submitted a quotation). Tenderers should remain alert to the possibility of conflicts of interest arising at all stages of the procurement and should update the Authority if any new circumstances or information arises, or there are any changes to information already provided to the Authority. Failure to do so, and/or to properly manage any conflicts of interest may result in a quotation being rejected.

Provided that it has been carried out in an open, fair and transparent manner, routine pre-market engagement carried out by the Authority should not represent a conflict of interest for the supplier.

Section 2: The Invitation

Specification of Requirements

**Specification**

1. **Introduction**

**Background to Natural England**

Natural England is the Government’s adviser for the natural environment in England with a purpose to conserve, enhance and manage the natural environment for the benefit of present and future generations.

Natural England’s vision is a ‘thriving nature for people and planet’ which it aims to achieve through its mission of ‘Building partnerships for Nature’s recovery’. Its priorities, which also support the ambitions of the government’s 25 Year Environmental Plan, are;

* a well-managed Nature Recovery Network across land, water and sea, which creates and protects resilient ecosystems rich in wildlife and natural beauty, enjoyed by people and widely benefiting society
* people connected to the natural environment for their own and society’s wellbeing, enjoyment and prosperity
* Nature-based solutions contributing fully to tackling the climate change challenge and wider environmental hazards and threats
* improvements in the natural capital that drives sustainable economic growth, healthy food systems and prospering communities
* evidence and expertise being used by a broad range of partnerships, organisations and communities to achieve Nature recovery and enable effective regulation and accreditation being a values-led organisation that delivers excellent service standards to all partners, organisations and communities engaged in achieving Nature’s recovery

**Background to the specific Natural England work area relevant to this purchase:**

In July 2019 Offshore Renewables Joint Industry Project (ORJIP) for Offshore Wind (OSW) undertook a project identification process, a ‘call for project ideas’ was issued to the ORJIP OSW Advisory Network in December 2020 with submissions being discussed at the ORJIP Forum in February 2021. The results of this process identified a project investigating monitoring of cable protection measures as an industry priority and it was selected for procurement, a decision Natural England supported. Unfortunately ORJIP were unable to progress this project. However it remains a priority area of research and a significant evidence gap. Therefore the Carbon Trust fully support Natural England in driving this work forward and utilising the original scope for this work.

Achieving UK’s Net Zero targets represents a central aim of the Government and the ten point plan set out within the British Energy Security Strategy (BESS) will accelerate progress towards this aim. The Government has committed to increasing the Offshore Wind target to 50 GW of energy from offshore wind, with a further 5 GW from floating wind, and an increase in the number of interconnectors to facilitate efficient electricity trading with European partners (BESS, 2022)[[1]](#footnote-2). Meeting these targets will require significant offshore developments and associated infrastructure, sub-sea cables, export cables, inter-array cables and HVDC electricity cables (i.e. interconnectors). Existing and future renewable developments all include the use of external cable protection.

**Requirement (and Rationale)**

Offshore wind external cable protection measures are commonplace in offshore wind farms to protect free span areas of cables between a substructure and the buried cable section. Environmental impact assessments (e.g., EIAs and HRAs) assume total loss of habitat beneath cable protection. However, there is some uncertainty as to whether ecological function, of the habitat the cable protection is deployed on, can continue for some cable protection measures (depending on the substrata that the cable is deployed upon) and whether different cable protection measures have different levels of effect.

Offshore Wind Environmental Evidence Register (OWEER)[[2]](#footnote-3) considers impacts of introduced hard substrate on benthic habitats and species as priority area of research and a remaining evidence gap. Ascertaining a better understanding of the ecological function of benthic habitats to anthropogenic hard substrate could potentially reduce short term and long term consenting risks and support the offshore development aspiration of the BESS.

Whilst regulators must balance priorities between environmental impacts of cable protection measures with other considerations, including the views of commercial fisheries, this project intends to focus on increasing evidence of ecological impacts of cable protection measures to support evidence-based decision-making.

We wish to develop confidence in our advice with regards to external cable protection measures and to enhance an understanding of the ecological impacts of different external cable protection measures. Increasing the evidence base for this activity will allow for science led advice for individual projects, as well as to standardise a general approach to developers wishing to undertake cable operations within MPAs and sensitive habitats outside of designated sites. These requirements will underpin the main work specification objectives which are listed as follows:

1. Review assumptions of impact of cable protection measures within EIAs, HRAs, and assessments for Marine Protection Areas (MPA)s for offshore wind developments, and the resulting impact of these assumptions on obtaining consent for offshore wind developments.
2. Review existing literature on the impact of cable protection measures on marine habitat, from installation through to decommissioning.
3. Determine data requirements to verify or challenge present assumptions.

Specify survey requirements and techniques to be able to collect required evidence to test present assumptions within environmental assessments on cable protection measures across a range of environmental settings (e.g. sediment type, bathymetry, etc.) and cable protection types. The survey methodology should be sufficiently detailed so that a survey can be implemented in a future project.

**Description of work**

Output 1 – *Deliverable Literature Review Report*

*Goal*

Review the assumptions in relevant assessments (all MPA assessments e.g. HRAs, EIAs, assessments for ncMPAs) with regard to the impact of cable protection measures on ecological function, and the parameters that define habitat and ecological function in such assessments.

Review completed and ongoing work with regard to the impact of cable protection measures (and scour protection and offshore pipelines) on the marine environment from installation through to decommissioning.

Activity

The Contractor should undertake a detailed literature review of environmental assessments and other research into the environmental impact of cable protection measures for offshore developments from installation through to decommissioning.

The Contractor should review submitted environmental assessments, with a particular focus on MPA assessments, and the contained assumptions, as well as Statutory Nature Conservation Bodies (SNCB) opinion and regulatory advice with regard to impact of cable protection measures on ecological function. The impact of EMF emissions at sites of cable protection measures is within scope of this review, but will not be in the scope for further work packages and surveys.

The Contractor should review available literature beyond environmental assessments on the environmental impact of cable protection measures. Some literature to be included in the review is included below, but the Contractor should include additional relevant literature sources. The environmental impact of interest is not just the direct effect of the cable protection itself, but also the ineffects on surrounding areas, e.g. in terms of fish, invertebrates, biogeochemical processes, and blue carbon.

The Contractor should determine how ecological and habitat function is defined in such assessments, and the extent to which present assumptions pose a risk to consent for offshore wind developments. The main focus should be on offshore wind consent, but assumptions used in assessments submitted for interconnectors and O&G installations will be of relevance.

The review should assess assumptions of impact and their effect on ease of consent in a range of environmental settings, with varying parameters including, but not limited to, Habitat, Bathymetry, UK geographical location, Dynamism of environment, Other parameters that are relevant to the study.

The review should consider cable protection measures including, but not limited to:

* Rock armouring (including scour protection);
* Concrete mattressing;
* Rock bags/sand bags;
* Frond mattressing;
* Other protection measures relevant to the study.

It is expected that there will be limited data on the impact of cable protection measures exclusively from offshore wind farms, particularly with removal. Therefore proxies from similar offshore infrastructure, including oil & gas installations, met mast scour protection, telecoms cables, and interconnectors can also be reviewed to inform the study. There is expected to be plentiful information from imagery surveys on O&G pipelines and other submarine cables that should feed into this review.

Output 2 – *Deliverable Survey Technology Review*

*Goal*

Review tests and monitoring methods for measuring the environmental impact of cable protection measures, including installation, operation, and removal, within relevant habitats. The results of this output will be used to inform survey specifications.

*Activity*

Conduct a review of available and innovative test and monitoring methods relevant to understanding the environmental impact of cable protection measures. As in Output 1, the objective is to monitor the effect on the cable protection and surrounding areas, including both epifauna and infauna, fish, invertebrates, biogeochemical processes, and blue carbon.

Based on the identification of key parameters of relevance to ecological function in the literature review, engage with stakeholders including academia to identify innovative techniques and determine best practice monitoring and testing methods to measure ecological function.

Where there may be difficulties undertaking a survey, e.g. if it requires moving an operating cable & cable protection measure, the review should include consideration of obtaining proxy data, e.g. from oil & gas.

Provide a review of available techniques, including but not limited to:

* Cost;
* Limitations and uncertainties of techniques;
* Parameters able to be measured;
* Practicality of monitoring;
* Extent to which monitoring is already common practice, or requires specialist expertise;
* Quality of data obtained, and confidence in such data according to standards such as MEDIN;

The specifications of the survey will be designed in Output 3, but this could be envisaged to include:

* New seabed imagery surveys;
* Grab and core sampling;
* PSA;
* eDNA;
* Biogeochemical analysis;
* Sediment profile imaging;
* Other.

The Contractor should use the results to feed into Output 3 and recommend suitable techniques.

Output 3 – *Deliverable Survey Specification and Scope*

*Goal*

Based on literature review, identify key evidence gaps in information relevant to environmental assessments of impacts of cable protection measures for offshore wind developments.

Based on the identified evidence gaps, and the information gained in Output 2, specify a survey regime for collection of required data to test current assumptions. Ensure that a specified survey is sufficiently rigorous and representative to test assumptions, and lead to amendments if appropriate. Ensure survey specifications use best practice methods, as identified in the survey technology review.

*Activity*

The Contractor should determine evidence gaps regarding the environmental impact of cable protection measures in offshore wind developments to inform the assumptions in environmental assessments. The Contractor should consider evidence gaps for the whole life cycle, including the impact of installation, operation, and removal of cable protection measures.

The Contractor should then specify survey requirements and techniques to collect required evidence to test present assumptions within environmental assessments.

The specified survey should be sufficiently rigorous and representative that data collected will be adequate to test assumptions and form a consensus with stakeholders. Therefore, the Contractor should consider required representation of environmental conditions (e.g. habitat type, bathymetry, etc.), geographical location, and cable protection type.

It may also be of value to consider how survey data could be used to attribute environmental impacts to a particular cause, e.g. EMF, scour protection, cable protection measure.

The survey methodology should be sufficiently detailed to implement a future survey.

The scope should include:

* Timeline;
* Estimates of required budget (including any in-kind contributions);
* Technologies and trial methods to be undertaken;
* Potential site locations for trials, and criteria for selecting the test sites;
* Risk quantification and mitigation, e.g.:
  + Risk of a negative outcome of trials;
  + Financial risks;
  + HSE risks;
  + Etc.

Identification of any needs for offshore permits of a survey.

**Outputs:**

* Literature Review Report
* Survey Technology Review Report
* Surveys Specifications and Scope Report

(Please note, this is a desk based project and no vessel surveys will be undertaken as part of this project)

**Outputs and Contract Management**

This contract shall be managed on behalf of the Authority by Dr Lucy Crooks, Marine Industries Senior Specialist (<mailto:lucy.crooks@natural.england.org.uk>)

The final outputs expected are:

* A fully referenced report in Microsoft Word and PDF format, which includes a clear conclusion of the main findings and also an executive summary.
* Deliverables will need to be in the Natural England Evidence Report format (which will be supplied) and conform to the Accessibility requirements.

This is a desk based study, field based data collection is not expected.

Natural England would expect to discuss and review timelines with the successful contractor in the start-up meeting and throughout the duration of the contract. Any delays to this timetable should be discussed with the Natural England Project Officer and delays not outside the control of the contractor will be penalised.

Payment

The Authority will raise purchase orders to cover the cost of the services and will issue to the awarded supplier following contract award.

The Authority’s preference is for all invoices to be sent electronically, quoting a valid Purchase Order number. Invoice frequency will be dependent on project progression. There are three main work outputs and invoices may be sent on full satisfactory completion of each work programme. If all are completed at the end of the project, then a single invoice may be sent for the full amount.

It is anticipated that this contract will be awarded for a period of six months to end no later than 29th February 2023. Prices will remain fixed for the duration of the contract award period. We may at our sole discretion extend this contract to include related or further work. Any extension shall be agreed in writing in advance of any work commencing and may be subject to further competition.

**Contract Award Criteria**

We will award this contract in line with the most economically advantageous tender (MEAT) as set out in the following award criteria:

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| --- | --- | --- |
| **Criteria** | **Weighting** | **Scores** |
| Cost | 40% | Ranked in cost order |
| Availability/ capacity | n/a | Pass/fail |
| Quality of proposal for report writing | 30% | Using scoring criteria set out below |
| Experience and skill of the proposed scientists and supplier. Specific relevance to providing scientifically rigorous evidence reviews in the specified field. | 30% | Using scoring criteria set out below |

|  |  |
| --- | --- |
| **Score** | **Justification** |
| For a score of hundred (100): | Excellent - Response is completely relevant and excellent overall.  The response is comprehensive, unambiguous and demonstrates a thorough understanding of the requirement and provides details of how the requirement will be met in full. |
| For a score of seventy (70): | Good - Response is relevant and good.  The response demonstrates a good understanding and provides details on how the requirements will be fulfilled. |
| For a score of fifty (50): | Acceptable - Response is relevant and acceptable.  The response provides sufficient evidence to fulfil basic requirements. |
| For a score of twenty (20): | Poor - Response is partially relevant and/or poor.  The response addresses some elements of the requirements but contains insufficient / limited detail or explanation to demonstrate how the requirement will be fulfilled. |
| For a score of zero (0): | Unacceptable - Nil or inadequate response.  Fails to demonstrate an ability to meet the requirement. |

**Contract Management**

This contract shall be managed on behalf of the Authority by Dr Lucy Crooks ([lucy.crooks@naturalengland.org.uk](mailto:lucy.crooks@naturalengland.org.uk))

Once the contract has been awarded a start up meeting will be organised.

Information to be returned

Please note, the following information requested must be provided. Incomplete tender submissions may be discounted.

Please complete and return the following information:

* completed Commercial Response template
* Response/Quote submission
* completed Mandatory Requirements (Annex 1)
* completed Acceptance of Terms and Conditions (Annex 2)

Award

Once the evaluation of the Response(s) is complete all suppliers will be notified of the outcome via email.

The successful supplier will be issued the contract, incorporating their Response, for signature. The Authority will then counter sign.

Annex 1 Mandatory Requirements

Part 1 Potential Supplier Information

Please answer the following self-declaration questions in full and include this Annex in your quotation response.

Part 1.1 Potential Supplier Information:

|  |  |  |
| --- | --- | --- |
| Question no. | Question | Response |
| 1.1(a) | Full name of the potential supplier submitting the information |  |
| 1.1(b) | Registered office address (if applicable) |  |
| 1.1(c) | Company registration number (if applicable) |  |
| 1.1(d) | Charity registration number (if applicable) |  |
| 1.1(e) | Head office DUNS number (if applicable) |  |
| 1.1(f) | Registered VAT number |  |
| 1.1(g) | Are you a Small, Medium or Micro Enterprise (SME)? | (Yes / No) |

Note: See EU definition of SME <https://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition_en>

Part 1.2 Contact details and declaration

By submitting a quotation to this RFQ I declare that to the best of my knowledge the answers submitted and information contained in this document are correct and accurate.

I declare that, upon request and without delay you will provide the certificates or documentary evidence referred to in this document.

I understand that the information will be used in the selection process to assess my organisation’s suitability to be invited to participate further in this procurement.

I understand that the authority may reject this submission in its entirety if there is a failure to answer all the relevant questions fully, or if false/misleading information or content is provided in any section.

I am aware of the consequences of serious misrepresentation.

|  |  |  |
| --- | --- | --- |
| Question no. | Question | Response |
| 1.2(a) | Contact name |  |
| 1.2(b) | Name of organisation |  |
| 1.2(c) | Role in organisation |  |
| 1.2(d) | Phone number |  |
| 1.2(e) | E-mail address |  |
| 1.2(f) | Postal address |  |
| 1.2(g) | Signature (electronic is acceptable) |  |
| 1.2(h) | Date |  |

Part 2 Exclusion Grounds

Part 2.1 Grounds for mandatory exclusion

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| Question no. | Question | Response |
| 2.1(a) | Please indicate if, within the past five years you, your organisation or any other person who has powers of representation, decision or control in the organisation been convicted anywhere in the world of any of the offences within the summary below. | |
|  | Participation in a criminal organisation. | (Yes / No)  If yes please provide details at 2.1 (b) |
|  | Corruption. | ((Yes / No)  If yes please provide details at 2.1 (b) |
|  | Fraud. | (Yes / No)  If yes please provide details at 2.1 (b) |
|  | Terrorist offences or offences linked to terrorist activities | (Yes / No)  If yes please provide details at 2.1 (b) |
|  | Money laundering or terrorist financing | (Yes / No)  If yes please provide details at 2.1 (b) |
|  | Child labour and other forms of trafficking in human beings | (Yes / No)  If yes please provide details at 2.1 (b) |
| 2.1(b) | If you have answered yes to question 2.1(a), please provide further details.  Date of conviction, specify which of the grounds listed the conviction was for, and the reasons for conviction.  Identity of who has been convicted  If the relevant documentation is available electronically please provide the web address, issuing authority, precise reference of the documents. |  |
| 2.1 (c) | If you have answered Yes to any of the points above have measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (i.e. Self-Cleaning) | (Yes / No) |
| 2.1(d) | Has it been established, for your organisation by a judicial or administrative decision having final and binding effect in accordance with the legal provisions of any part of the United Kingdom or the legal provisions of the country in which the organisation is established (if outside the UK), that the organisation is in breach of obligations related to the payment of tax or social security contributions? | (Yes / No) |
| 2.1(e) | If you have answered yes to question 2.3(a), please provide further details. Please also confirm you have paid or have entered into a binding arrangement with a view to paying, the outstanding sum including where applicable any accrued interest and/or fines. |  |

Part 2.2 Grounds for discretionary exclusion

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| --- | --- | --- |
| Question no. | Question | Response |
| 2.2(a) | The detailed grounds for discretionary exclusion of an organisation are set out on this [webpage](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf), which should be referred to before completing these questions.  Please indicate if, within the past three years, anywhere in the world any of the following situations have applied to you, your organisation or any other person who has powers of representation, decision or control in the organisation | |
| 2.2(b) | Breach of environmental obligations? | (Yes / No)  If yes please provide details at 2.2 (f) |
| 2.2(c) | Breach of social obligations? | (Yes / No)  If yes please provide details at 2.2 (f) |
| 2.2(d) | Breach of labour law obligations? | (Yes / No)  If yes please provide details at 2.2 (f) |
| 2.2(e) | Shown significant or persistent deficiencies in the performance of a substantive requirement under a prior public contract, a prior contract with a contracting entity, or a prior concession contract, which led to early termination of that prior contract, damages or other comparable sanctions? | (Yes / No)  If yes please provide details at 2.2 (f) |
| 2.2 (f) | If you have answered Yes to any of the above, explain what measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self Cleaning) |  |

Annex 2 Acceptance of Terms and Conditions

I/We accept in full the terms and conditions appended to this Request for Quote document.

Company \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

1. [British energy security strategy - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/british-energy-security-strategy/british-energy-security-strategy) [↑](#footnote-ref-2)
2. [2021, JNCC, Offshore Wind Evidence and Change Programme, Offshore Wind Environmental Evidence Register | Marine Data Exchange](https://www.marinedataexchange.co.uk/details/3480/2021-jncc-offshore-wind-evidence-and-change-programme-offshore-wind-environmental-evidence-register-/packages/10985?directory=%2F) [↑](#footnote-ref-3)