# Invitation to Quote

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

**Subject: Rigid Hull Boats** 

Sourcing Reference Number: RE17328

UK Shared Business Services Ltd (UK SBS) www.uksbs.co.uk



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## Section 1 – About UK Shared Business Services

Putting the business into shared services

UK Shared Business Services Ltd (UK SBS) brings a commercial attitude to the public sector; helping Contracting Authorities improve efficiency, generate savings and modernise.

It is our vision to become the leading service provider for Contracting Authorities for of shared business services in the UK public sector, continuously reducing cost and improving quality of business services for Government and the public sector.

Our broad range of expert services is shared by our Contracting Authorities. This allows Contracting Authorities the freedom to focus resources on core activities; innovating and transforming their own organisations.

Core services include Procurement, Finance, Grants Admissions, Human Resources, Payroll, ISS, and Property Asset Management all underpinned by our Service Delivery and Contact Centre teams.

UK SBS is a people rather than task focused business. It's what makes us different to the traditional transactional shared services centre. What is more, being a not-for-profit organisation owned by the Department for Business, Energy & Industrial Strategy (BEIS), UK SBS' goals are aligned with the public sector and delivering best value for the UK taxpayer.

UK Shared Business Services Ltd changed its name from RCUK Shared Services Centre Ltd in March 2013.

#### **Our Customers**

Growing from a foundation of supporting the Research Councils, 2012/13 saw Business, Energy and Industrial Strategy (BEIS) transition their procurement to UK SBS and Crown Commercial Services (CCS – previously Government Procurement Service) agree a Memorandum of Understanding with UK SBS to deliver two major procurement categories (construction and research) across Government.

UK SBS currently manages £700m expenditure for its Contracting Authorities.

Our Contracting Authorities who have access to our services and Contracts are detailed here.

# Section 2 – About the Contracting Authority

Natural Environment Research Council (NERC)

NERC is the UK's main agency for funding and managing research, training and knowledge exchange in the environmental sciences.

NERC's work covers the full range of atmospheric, Earth, biological, terrestrial and aquatic science, from the deep oceans to the upper atmosphere and from the poles to the equator.

The organisation coordinates some of the world's most exciting research projects, tackling major issues such as climate change, environmental influences on human health, the genetic make-up of life on Earth, and much more.

Working internationally, NERC have bases at some of the most hostile places on the planet; running a fleet of research ships and aircraft and investing in satellite technology to monitor gradual environmental change on a global scale. NERC provide forewarning of, and solutions to, the key environmental challenges facing society.

#### Examples of funded research

- Showing the importance of mature tropical forests to the global climate.
- Developing a safer and cleaner way to mine gold by reducing the use of mercury.
- Studying the hole in the ozone layer discovered by our British Antarctic Survey and monitoring climate change.
- Playing a major role in the International Census of Marine Life that monitors our oceans.

#### NERC also runs six organisations of world renown:

- British Antarctic Survey, in Cambridge.
- British Geological Survey, in Nottingham.
- National Oceanography Centre, in Southampton.
- Centre for Ecology & Hydrology, in Oxfordshire.
- National Centre for Atmospheric Science, in Leeds.
- National Centre for Earth Observation, Swindon.

#### www.nerc.ac.uk

# **Section 3 - Working with the Contracting Authority.**

In this section you will find details of your Procurement contact point and the timescales relating to this opportunity.

| Sectio | Section 3 – Contact details                              |   |  |
|--------|--|---|--|
| 3.1    | Contracting Authority Name and address                   | Natural Environment Research Council<br>Polaris House<br>North Star<br>SN2 1EU  |  |
| 3.2    | Buyer name   | Pippa Craven  |  |
| 3.3    | Buyer contact details                                    | Pippa.craven@uksbs.co.uk  |  |
| 3.4    | Maximum value of the opportunity                         | £110,00 excluding VAT   |  |
| 3.5    | Process for the submission of<br>clarifications and Bids | All correspondence shall be submitted within<br>the Emptoris e-sourcing tool. Guidance<br>Notes to support the use of Emptoris is<br>available <u>here</u> .<br>Please note submission of a Bid to any email<br>address including the Buyer <u>will</u> result in the<br>Bid <u>not</u> being considered. |  |

| Sectio | Section 3 - Timescales   |  |  |
|--------|--|--|--|
| 3.6    | Date of Issue of Contract Advert and location of original Advert   | Tuesday 14 <sup>th</sup> November 2017<br>Contracts Finder |  |
| 3.7    | Latest date/time ITQ clarification<br>questions shall be received through<br>Emptoris messaging system       | Monday 18 <sup>th</sup> December 2017<br>11.00 am          |  |
| 3.8    | Latest date/time ITQ clarification<br>answers should be sent to all Bidders<br>by the Buyer through Emptoris | Wednesday 20 <sup>th</sup> December 2017<br>14.00 pm       |  |
| 3.9    | Latest date/time ITQ Bid shall be submitted through Emptoris   | Thursday 21 <sup>st</sup> December 2017<br>14:00 pm        |  |
| 3.10   | Anticipated Award date   | 12/01/2018   |  |
| 3.11   | Anticipated Contract Start date  | 17/01/2018   |  |
| 3.12   | Bid Validity Period  | 60 Days  |  |

## Section 4 – Specification and about this Procurement

#### An Introduction to Rothera Research Station

Rothera Research Station, the largest UK polar facility, is a centre for biological research and a hub for supporting deep-field and air operations. Situated on Adelaide Island to the west of the Antarctic Peninsula Rothera supports a wide range of BAS, UK and international collaborative science programmes.

Summer temperatures are typically between 0 and  $+5^{\circ}$ C, and in winter range from  $-5^{\circ}$ C to  $-20^{\circ}$ C but because of its coastal location and the Southern Ocean low-pressure weather systems, temperatures can vary widely at any time of year.

Sea ice can be present at Rothera from late May through until late November. This generally precludes boating operations but throughout the year other ice conditions prevail that are workable by small craft.

Boating operations usually take place within 10 NM from the research station. Weather, sea and ice conditions can change extremely rapidly. Strong, katabatic winds are unpredictable and winds speeds reach gale force on around 70 days a year. Snow, fog, high UV and cold temperatures create further challenges to operating small boats in this environment.

A number of images can be found in Appendix A indicating the typical environment that the boats will be working in.

#### Specification

The British Antarctic Survey is seeking to purchase two Rigid Hull Boats. The craft need to be tough and durable; capable of withstanding the polar environment, including the ability to operate in ice, beaching and rough weather. One will primarily be used as a dive platform and the other for science operations. Science operations vary widely but include:

- transfer of personnel and equipment to/from remote sites
- deployment of sampling equipment via fixed winch (see Appendix A, image 4 Launching using Wharf Crane)
- surface sampling of ice/water
- recovery of autonomous underwater vehicles

Diving operations are conducted on SCUBA and typically involve a team of four (2 divers, Supervisor, Coxswain), although others may be present on board to assist or observe. All diving is done in compliance with the UK Diving at Work Regulations 1997 and the HSE Approved Code of Practice and Guidance for Scientific and Archaeological Diving Projects.

The successful bidder is required to allow site visitation and a demonstration of a similar model to be supplied. This will take place post award but pre-contract.

The successful bidder will also be required to submit the craft for a test drive once they have been built.

#### Essential Criteria

#### Design:

- The craft structure must be coded to Category 3 MCA commercial level.
- The craft must be constructed of material proven to be suitable for operation in low temperature waters/ice/polar regions and high UV environment.
- The craft must be durable to withstand the full range of operations.
- The craft must be between 6.5 metres and 7.5 metres in length (externally).
- The craft must have a beam of no more than 2.8 meters.
- The craft must provide redundancy in terms of batteries and fuel tanks.

#### Payload:

• The craft must be capable of carrying a maximum payload of at least 1000kg.

#### Stability at Rest:

• The craft should be stable at rest such that as crew move around the deck there is no appreciable heel. This will mean that at rest the stern element of the tubes are likely to be touching the water.

#### Stability at Speed:

• When planning the craft should run level and not be susceptible to unplanned sudden lateral movement.

#### Planning:

• The speed at which the vessel is 'on the plane' with a load of six persons weighing 80kg each should be stated. The time to get onto the plane should be stated too, quicker times are preferred. This data should also be supplied for a load of 3 persons and a 1 tonne load.

#### Weight:

• The weight of the craft full of fuel but without persons on board and without a payload should be stated.

#### Transom:

• The craft must have a suitable transom to avoid flooding at low speeds and high loads.

#### Engines:

• The craft must be fitted with twin outboard petrol engines of suitable size and power to achieve speeds in excess of 20kts at maximum payload.

#### Launch and Recovery:

- The craft must have built in lifting points with strops affixed such that the craft can be attached to and removed from a single hook crane by one person within 30 seconds.
- Strops must be detachable for testing/replacement.
- Craft must remain in trim throughout the lifting operation.
- The current launch and recovery system can be seen in Appendix 'A' image 4.

Helm:

- The craft shall provide seating for either helmsman only or helmsman plus one other. Side by side is acceptable.
- The craft must have the throttle and wheel in the lee of a windshield or similarly protected to provide hand protection from wind when underway.

#### Deck:

- The craft must have a working deck area between the transom and the aft of the helm position of no less than 2.5m long with internal beam maximise.
- The craft must have a self-bailing deck.
- The deck area must be fitted with a deck track "sub frame" or similar to be able to take loads of up to 1000Kg securely.

#### A Frame:

- The craft must be equipped with an 'A' frame suitable for mounting antennas and rated for 2 x water skiers (this allows the possibility of small trawling operations).
- The 'A' frame must carry VHF/AIS radio antenna, GPS transceiver and flagstaff with 3/4 yard red ensign
- The craft must have emergency battery powered navigation lights with suitable attachment points on the 'A' Frame

#### Passengers:

- The crafts sponsons / tubes must have sensibly placed hand holds / grab rails and anti-skid flooring for the safe transport of passengers.
- The craft must have easy access around the steering console from the aft area to the bow area for 'bow to' operations and personnel transfers.

#### Electronics:

• The craft must be fitted with an in-hull transducer for depth sounder with minimum range of 160m.

#### Console:

• The console must be equipped with a minimum of compass, GPS, depth sounder, VHF/AIS radio, fuel gauge.

#### Fixings:

- The craft must be supplied with appropriate fixing points for attaching mooring lines.
- The craft must be designed with appropriate fixing points to store 2 x paddles in a suitable location.
- The craft must be fitted with a dive/fin ladder, or other system to aid retrieval of divers.

#### Storage:

• The craft must be equipped with appropriate storage of ancillary equipment and personal kit.

#### Safety:

• The craft must be supplied with suitable fire extinguishers to meet the requirements of ISO 9094:2015.

#### Trailer:

 The craft must be supplied on a tough, drop pin yard trailer with large durable "off road" style tyres and durable axle to combat settled snow, high usage, low temperatures and rough terrain.

#### Service and Support:

- The craft must be supplied with one copy of each of the Owner/Operator and spare parts manuals.
- Email and telephone contact must be available for after sales service. Response times must be a maximum of 48 hours.

#### Warranty:

• The hull must come with a minimum 5 year warranty. Longer warranty periods are preferred.

#### **Delivery**:

- Delivery to Poole in Dorset by 10<sup>th</sup> August 2018.
- The boats must be delivered ready for immediate operation, minus fuel.

#### Desirable Criteria

- It is desirable that the craft has a bow step.
- The console should be fitted with 2 x electric ports to allow use of ancillaries such as a hand operated searchlight (stowed during normal operations).
- All cabling should run under deck.
- The craft should be supplied with numerous fixing points fore and aft to allow the craft to tow, and be towed by, other craft.
- The craft should be supplied with lifelines fitted along the length of port and starboard tubes to aid access for divers.
- The console should have as much internal storage volume as possible to include an insulated locker to keep hats, gloves, food and water from freezing.
- The craft should be supplied with anchor, warp and chain (type and length to be confirmed with successful bidder).
- The craft should be supplied with vessels name displayed on both sides (names to be confirmed).

#### Terms and Conditions

Bidders are to note that any requested modifications to the Contracting Authority Terms and Conditions on the grounds of statutory and legal matters only, shall be raised as a formal clarification during the permitted clarification period.

# Section 5 – Evaluation model

The evaluation model below shall be used for this ITQ, which will be determined to two decimal places.

Where a question is 'for information only' it will not be scored.

The evaluation team may comprise staff from UK SBS, and the Contracting Authority and any specific external stakeholders the Contracting Authority deems required. After evaluation the scores will be finalised by performing a calculation to identify (at question level) the mean average of all evaluators (Example – a question is scored by three evaluators and judged as scoring 5, 5 and 6. These scores will be added together and divided by the number of evaluators to produce the final score of 5.33 (5+5+6 =16÷3 = 5.33)

| Pass / fail criteria |         |   |  |
|----------------------|---------|---|--|
| Questionnaire        | Q No.   | Question subject  |  |
| Commercial           | SEL1.2  | Employment breaches/ Equality                                     |  |
| Commercial           | FOI1.1  | Freedom of Information Exemptions                                 |  |
| Commercial           | AW1.1   | Form of Bid   |  |
| Commercial           | AW1.3   | Certificate of Bona Fide Bid                                      |  |
| Commercial           | AW3.1   | Validation check  |  |
| Commercial           | AW4.1   | Contract Terms – Part 1   |  |
| Commercial           | AW4.2   | Contract Terms – Part 2   |  |
| Quality              | AW6.1   | Compliance to the Specification                                   |  |
| Commercial           | SEL3.11 | Compliance to Section 54 of the Modern Slavery Act                |  |
| Price                | AW5.1   | Maximum Price   |  |
| -                    | -       | Invitation to Quote – received on time within e-<br>sourcing tool |  |

## Scoring criteria

#### **Evaluation Justification Statement**

In consideration of this particular requirement the Contracting Authority has decided to evaluate Potential Providers by adopting the weightings/scoring mechanism detailed within this ITQ. The Contracting Authority considers these weightings to be in line with existing best practice for a requirement of this type.

| Questionnaire | Q No.    | Question subject       | Maximum | Maximum Marks |  |
|---------------|----------|------------------------|---------|---------------|--|
| Price         | AW5.2    | Price                  | 100%    | 40%           |  |
| Quality       | PROJ1.2  | Statement of Design    | 40%     |               |  |
| Quality       | PROJ1.3  | Statement of Stability | 10%     |               |  |
| Quality       | PROJ1.7  | Bow Step               | 5%      |               |  |
| Quality       | PROJ1.8  | Electric Ports         | 2%      |               |  |
| Quality       | PROJ1.9  | Cabling                | 5%      |               |  |
| Quality       | PROJ1.10 | Fixing Points          | 2%      | 60%           |  |
| Quality       | PROJ1.11 | Lifelines              | 5%      |               |  |
| Quality       | PROJ1.12 | Insulated Locker       | 2%      |               |  |

| Quality | PROJ1.13 | Internal Storage       | 5%  |
|---------|----------|------------------------|-----|
| Quality | PROJ1.14 | Anchor, Warp and Chain | 2%  |
| Quality | PROJ1.15 | Vessels Name           | 2%  |
| Quality | PROJ1.16 | Lessons Learnt         | 15% |
| Quality | PROJ1.17 | Warranty               | 5%  |

### **Evaluation of criteria**

#### **Non-Price elements**

Each question will be judged on a score from 0 to 100, which shall be subjected to a multiplier to reflect the percentage of the evaluation criteria allocated to that question.

Where an evaluation criterion is worth 20% then the 0-100 score achieved will be multiplied by 20%.

Example if a Bidder scores 60 from the available 100 points this will equate to 12% by using the following calculation:

Score = {weighting percentage} x {bidder's score} = 20% x 60 = 12

The same logic will be applied to groups of questions which equate to a single evaluation criterion.

The 0-100 score shall be based on (unless otherwise stated within the question):

| 0   | The Question is not answered or the response is completely unacceptable.         |
|-----|--|
| 10  | Extremely poor response – they have completely missed the point of the           |
|     | question.  |
| 20  | Very poor response and not wholly acceptable. Requires major revision to the     |
|     | response to make it acceptable. Only partially answers the requirement, with     |
|     | major deficiencies and little relevant detail proposed.                          |
| 40  | Poor response only partially satisfying the selection question requirements with |
|     | deficiencies apparent. Some useful evidence provided but response falls well     |
|     | short of expectations. Low probability of being a capable supplier.              |
| 60  | Response is acceptable but remains basic and could have been expanded upon.      |
|     | Response is sufficient but does not inspire.                                     |
| 80  | Good response which describes their capabilities in detail which provides high   |
|     | levels of assurance consistent with a quality provider. The response includes a  |
|     | full description of techniques and measurements currently employed.              |
| 100 | Response is exceptional and clearly demonstrates they are capable of meeting     |
|     | the requirement. No significant weaknesses noted. The response is compelling     |
|     | in its description of techniques and measurements currently employed, providing  |
|     | full assurance consistent with a quality provider.                               |
|     |  |

All questions will be scored based on the above mechanism. Please be aware that the final score returned may be different as there may be multiple evaluators and their individual scores will be averaged (mean) to determine your final score.

#### Example

Evaluator 1 scored your bid as 60 Evaluator 2 scored your bid as 60 Evaluator 3 scored your bid as 40 Evaluator 4 scored your bid as 40 Your final score will  $(60+60+40+40) \div 4 = 50$ 

Price elements will be judged on the following criteria.

The lowest price for a response which meets the pass criteria shall score 100. All other bids shall be scored on a pro rata basis in relation to the lowest price. The score is then subject to a multiplier to reflect the percentage value of the price criterion.

For example - Bid 1 £100,000 scores 100. Bid 2 £120,000 differential of £20,000 or 20% remove 20% from price scores 80 Bid 3 £150,000 differential £50,000 remove 50% from price scores 50. Bid 4 £175,000 differential £75,000 remove 75% from price scores 25. Bid 5 £200,000 differential £100,000 remove 100% from price scores 0. Bid 6 £300,000 differential £200,000 remove 100% from price scores 0. Where the scoring criterion is worth 50% then the 0-100 score achieved will be multiplied by 50.

In the example if a supplier scores 80 from the available 100 points this will equate to 40% by using the following calculation: Score/Total Points multiplied by 50 (80/100 x 50 = 40)

The lowest score possible is 0 even if the price submitted is more than 100% greater than the lowest price.

## Section 6 – Evaluation questionnaire

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

Guidance on completion of the questionnaire is available at <a href="http://www.uksbs.co.uk/services/procure/Pages/supplier.aspx">http://www.uksbs.co.uk/services/procure/Pages/supplier.aspx</a>

PLEASE NOTE THE QUESTIONS ARE NOT NUMBERED SEQUENTIALLY

## **Section 7 – General Information**

#### What makes a good bid – some simple do's 🙂

#### DO:

- 7.1 Do comply with Procurement document instructions. Failure to do so may lead to disqualification.
- 7.2 Do provide the Bid on time, and in the required format. Remember that the date/time given for a response is the last date that it can be accepted; we are legally bound to disqualify late submissions. Unless formally requested to do so by UK SBS e.g. Emptoris system failure
- 7.3 Do ensure you have read all the training materials to utilise e-sourcing tool prior to responding to this Bid. If you send your Bid by email or post it will be rejected.
- 7.4 Do use Microsoft Word, PowerPoint Excel 97-03 or compatible formats, or PDF unless agreed in writing by the Buyer. If you use another file format without our written permission we may reject your Bid.
- 7.5 Do ensure you utilise the Emptoris messaging system to raise any clarifications to our ITQ. You should note that we will release the answer to the question to all Bidders and where we suspect the question contains confidential information we may modify the content of the question to protect the anonymity of the Bidder or their proposed solution
- 7.6 Do answer the question, it is not enough simply to cross-reference to a 'policy', web page or another part of your Bid, the evaluation team have limited time to assess bids and if they can't find the answer, they can't score it.
- 7.7 Do consider who the Contracting Authority is and what they want a generic answer does not necessarily meet every Contracting Authority's needs.
- 7.8 Do reference your documents correctly, specifically where supporting documentation is requested e.g. referencing the question/s they apply to.
- 7.9 Do provide clear, concise and ideally generic contact details; telephone numbers, emails and fax details.
- 7.10 Do complete all questions in the questionnaire or we may reject your Bid.
- 7.11 Do check and recheck your Bid before dispatch.

#### What makes a good bid – some simple do not's 🛞

#### DO NOT

- 7.12 Do not cut and paste from a previous document and forget to change the previous details such as the previous buyer's name.
- 7.13 Do not attach 'glossy' brochures that have not been requested, they will not be read unless we have asked for them. Only send what has been requested and only send supplementary information if we have offered the opportunity so to do.
- 7.14 Do not share the Procurement documents, they are confidential and should not be shared with anyone without the Buyers written permission.
- 7.15 Do not seek to influence the procurement process by requesting meetings or contacting UK SBS or the Contracting Authority to discuss your Bid. If your Bid requires clarification the Buyer will contact you. All information secured outside of formal Buyer communications shall have no Legal standing or worth and should not be relied upon.
- 7.16 Do not contact any UK SBS staff or the Contracting Authority staff without the Buyers written permission or we may reject your Bid.
- 7.17 Do not collude to fix or adjust the price or withdraw your Bid with another Party as we will reject your Bid.
- 7.18 Do not offer UK SBS or the Contracting Authority staff any inducement or we will reject your Bid.
- 7.19 Do not seek changes to the Bid after responses have been submitted and the deadline for Bids to be submitted has passed.
- 7.20 Do not cross reference answers to external websites or other parts of your Bid, the cross references and website links will not be considered.
- 7.21 Do not exceed word counts, the additional words will not be considered.
- 7.22 Do not make your Bid conditional on acceptance of your own Terms of Contract, as your Bid will be rejected.

#### Some additional guidance notes 🗹

- 7.23 All enquiries with respect to access to the e-sourcing tool and problems with functionality within the tool must be submitted to Crown Commercial Service (previously Government Procurement Service), Telephone 0345 010 3503.
- 7.24 Bidders will be specifically advised where attachments are permissible to support a question response within the e-sourcing tool. Where they are not permissible any attachments submitted will not be considered as part of the evaluation process.
- 7.25 Question numbering is not sequential and all questions which require submission are included in the Section 6 Evaluation Questionnaire.
- 7.26 Any Contract offered may not guarantee any volume of work or any exclusivity of supply.
- 7.27 We do not guarantee to award any Contract as a result of this procurement
- 7.28 All documents issued or received in relation to this procurement shall be the property of the Contracting Authority. / UKSBS.
- 7.29 We can amend any part of the procurement documents at any time prior to the latest date / time Bids shall be submitted through Emptoris.
- 7.30 If you are a Consortium you must provide details of the Consortiums structure.
- 7.31 Bidders will be expected to comply with the Freedom of Information Act 2000 or your Bid will be rejected.
- 7.32 Bidders should note the Government's transparency agenda requires your Bid and any Contract entered into to be published on a designated, publicly searchable web site. By submitting a response to this ITQ Bidders are agreeing that their Bid and Contract may be made public
- 7.33 Your bid will be valid for 60 days or your Bid will be rejected.
- 7.34 Bidders may only amend the contract terms during the clarification period only, only if you can demonstrate there is a legal or statutory reason why you cannot accept them. If you request changes to the Contract terms without such grounds and the Contracting Authority fail to accept your legal or statutory reason is reasonably justified we may reject your Bid.
- 7.35 We will let you know the outcome of your Bid evaluation and where requested will provide a written debrief of the relative strengths and weaknesses of your Bid.
- 7.36 If you fail mandatory pass / fail criteria we will reject your Bid.
- 7.37 Bidders are required to use IE8, IE9, Chrome or Firefox in order to access the functionality of the Emptoris e-sourcing tool.
- 7.38 Bidders should note that if they are successful with their proposal the Contracting Authority reserves the right to ask additional compliancy checks prior to the award of any Contract. In the event of a Bidder failing to meet one of the compliancy checks

the Contracting Authority may decline to proceed with the award of the Contract to the successful Bidder.

- 7.39 All timescales are set using a 24 hour clock and are based on British Summer Time or Greenwich Mean Time, depending on which applies at the point when Date and Time Bids shall be submitted through Emptoris.
- 7.40 All Central Government Departments and 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 Contracting Authority may disclose within Government any of the Bidders documentation/information (including any that the Bidder considers to be confidential and/or commercially sensitive such as specific bid information) submitted by the Bidder to the Contracting Authority during this Procurement. The information will not be disclosed outside Government. Bidders taking part in this ITQ consent to these terms as part of the competition process.

7.41 The Government is introducing its new Government Security Classifications (GSC) classification scheme on the 2<sup>nd</sup> April 2014 to replace the current Government Protective Marking System (GPMS). A key aspect of this is the reduction in the number of security classifications used. All Bidders are encouraged to make themselves aware of the changes and identify any potential impacts in their Bid, as the protective marking and applicable protection of any material passed to, or generated by, you during the procurement process or pursuant to any Contract awarded to you as a result of this tender process will be subject to the new GSC. The link below to the Gov.uk website provides information on the new GSC:

https://www.gov.uk/government/publications/government-security-classifications

The Contracting Authority reserves the right to amend any security related term or condition of the draft contract accompanying this ITQ to reflect any changes introduced by the GSC. In particular where this ITQ is accompanied by any instructions on safeguarding classified information (e.g. a Security Aspects Letter) as a result of any changes stemming from the new GSC, whether in respect of the applicable protective marking scheme, specific protective markings given, the aspects to which any protective marking applies or otherwise. This may relate to the instructions on safeguarding classified information (e.g. a Security Aspects Letter) as they apply to the procurement as they apply to the procurement process and/or any contracts awarded to you as a result of the procurement process.

#### USEFUL INFORMATION LINKS

- Emptoris Training Guide
- Emptoris e-sourcing tool
- <u>Contracts Finder</u>
- Equalities Act introduction
- Bribery Act introduction
- Freedom of information Act

# Appendix 'A' - Figures

Image 1: Preparing to Deploy Water Sampler from Winch Fixed to the Deck



Image 2: Typical Ice Conditions



Image 3: Water Sampling



## Image 4: Launching using Wharf Crane



## Image 5: Rothera Research Station, Antarctica





Image 6: Typical Ice Conditions for Boating Operations