Invitation to Quote

Invitation to Quote (ITQ) on behalf of Science and Technology Facilities Council (STFC)

Subject UK SBS CLARA High Power Circulator

Sourcing reference number PR16099

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

Registered in England and Wales as a limited company. Company Number 6330639.
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VAT registration GB618 3673 25
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UKSBS
Shared Business Services

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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 our customers improve efficiency, generate savings and modernise.

It is our vision to become the leading provider for our customers 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 customers. This allows our customers 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 its customers, 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

Our Customers

Growing from a foundation of supporting the Research Councils, 2012/13 saw Business Innovation and Skills (BIS) 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 Customers.

Our Procurement ambition

Our vision is to be recognised as a centre of excellence and deliver a broad range of procurement services across the public sector; to maintain and grow a procurement service unrivalled in public sector.

Procurement is a market-shaping function. Industry derived benchmarks indicate that UK SBS is already performing at or above “best in class” in at least three key measures (percentage savings, compliant spend, spend under management) and compare well against most other measures.

Over the next five years, it is the function’s ambition to lead a cultural change in procurement in the public sector. The natural extension of category management is to bring about a fundamental change in the attitude to supplier relationship management.

Our philosophy sees the supplier as an asset to the business and the route to maximising value from supply. This is not a new concept in procurement generally, but it is not a philosophy which is widely employed in the public sector.

We are ideally positioned to “lead the charge” in the government’s initiative to reform procurement in the public sector.

UK SBS Procurement’s unique selling points are:

- Focus on the full procurement cycle
- Leaders in category management in common and specialised areas
- Expertise in the delivery of major commercial projects
- That we are leaders in procurement to support research
- Use of cutting edge technologies which are superior to those used generally used across the public sector.
- Use of market leading analytical tools to provide comprehensive Business Intelligence
- Active customer and supplier management

> ***‘UK SBS’ contribution to the Government Procurement Agenda has been impressive. Through innovation and leadership UK SBS has built an attractive portfolio of procurement services from P2P to Strategy Category Management.’***
>
> **John Collington**
>
> **Former Government Chief Procurement Officer**

Section 2 – About Our Customer

Science and Technology Facilities Council

STFC is a world-leading multi-disciplinary science organisation, whose goal is to deliver economic, societal, scientific and international benefits to the UK and its people – and more broadly to the world.

STFC support an academic community of around 1,700 in particle physics, nuclear physics, and astronomy including space science, who work at more than 50 universities and research institutes in the UK, Europe, Japan and the United States, including a rolling cohort of more than 900 PhD students.

The organisation's large-scale scientific facilities in the UK and Europe are used by more than 3,500 users each year, carrying out more than 2,000 experiments and generating around 900 publications.

The combination of access to world-class research facilities and scientists, office and laboratory space, business support, and an environment which encourages innovation has proven a compelling combination, attracting start-ups, SMEs and large blue chips such as IBM and Unilever.

Examples of funded research

- STFC is providing the design infrastructure for the £23bn UK microelectronics sector that underpins strategically important industries worth £78bn to the UK economy
- STFC's ISIS facility and its users, working in partnership with the NHS, developed a novel material to improve the treatment of cleft lip and palate, speeding up healing times and reducing operating costs
- STFC's Synchrotron Radiation Source was used to understand how conventional anti-malarial drugs work, allowing the development of more effective treatment to reduce the devastating global impact of malaria
- STFC's ISIS facility is identifying new materials that can safely and conveniently store hydrogen, enabling the development of hydrogen-fuelled cars reducing reliance on fossil fuels and cutting carbon emissions

www.stfc.ac.uk

Section 3 - Working with UK Shared Business Services Ltd.

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

Section 3 – Contact details		
3.1	Customer Name and address	Science and Technology Facilities Council (STFC) Daresbury Warrington WA4 4AD
3.2	Buyer name	Hannah McNeill
3.3	Buyer contact details	Hannah.mcneill@uksbs.co.uk
3.4	Estimated value of the Opportunity	£15,000 to £50,000
3.5	Process for the submission of clarifications and Bids	**All correspondence shall be submitted within the Emptoris e-sourcing tool. Guidance Notes to support the use of Emptoris is available here.** **Please note submission of a Bid to any email address including the Buyer will result in the Bid not being considered.**

Section 3 - Timescales		
3.6	Date of Issue of Contract Advert and location of original Advert	05/05/2016 Contracts Finder
3.7	Latest date/time ITQ clarification questions should be received through Emptoris messaging system	20/05/2016 11.00
3.8	Latest date/time ITQ clarification answers should be sent to all potential Bidders by the Buyer through Emptoris	23/05/2016 14.00
3.9	Latest date/time ITQ Bid shall be submitted through Emptoris	25/05/2016 14.00
3.10	Date/time Bidders should be available if face to face clarifications are required	Not Applicable
3.11	Anticipated rejection of unsuccessful Bids date	27/05/2016 14.00
3.12	Anticipated Award date	27/05/2016
3.13	Anticipated Contract Start date	01/06/2016
3.14	Anticipated Contract End date	02/09/2016

3.15	Bid Validity Period	60 Days

Section 4 – Specification

1. *INTRODUCTION*

1.1. *Compact Linear Accelerator for Research and Applications*

A next-generation light source test facility is to be constructed at the Daresbury Laboratory which will be known as CLARA (Compact Linear Accelerator for Research and Applications), shown in Figure 1. The aim of the CLARA project is to develop a normal conducting test accelerator capable of generating longitudinally and transversely bright electron bunches and to use these bunches in the experimental production of stable, synchronised, ultra-short photon pulses of coherent light from a single pass FEL (Free Electron Laser) with techniques directly applicable to the future generation of light source facilities.

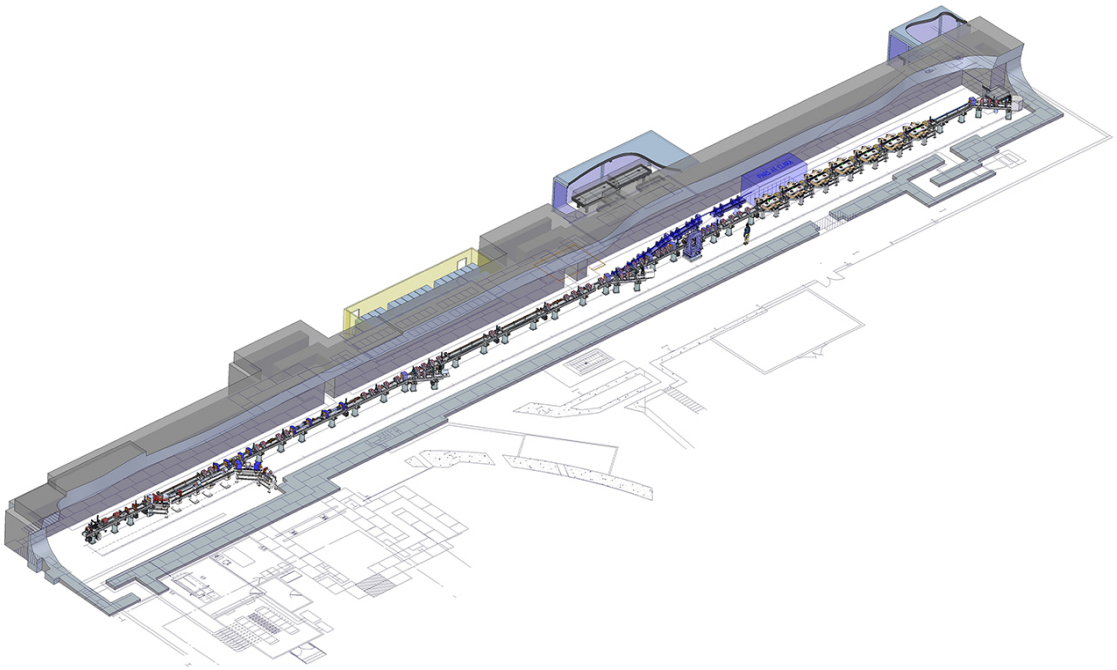

Figure 1: CLARA layout.

Presently at Daresbury Laboratory the Versatile Electron Linear Accelerator (VELA), a 6 MeV machine, is being operated. As part of a complimentary programme of work the CLARA facility is being developed to provide 250 MeV electron beam. The CLARA facility is to be situated in the 'Electron Hall' located at Daresbury Laboratory and a schematic for CLARA is shown in Figure 2.

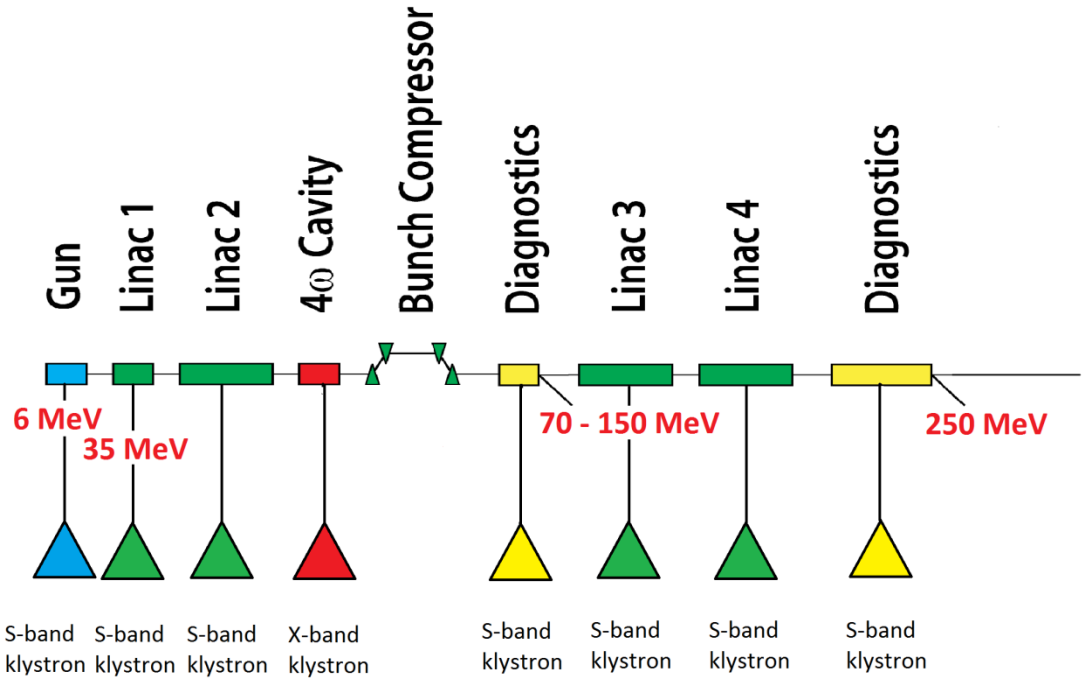

Figure 2: CLARA schematic.

1.2. *Operation*

The CLARA facility will be operated daily and run for long periods of time. It is planned to operate the electron test accelerator for approximately 4000 hours per year. During operational running of CLARA the linac klystron modulators will often be run at full peak power for long periods, but will also be required to operate at various peak RF power levels with different pulse duration and repetition rates, so as to provide the various operating schemes for the accelerator science to be performed.

1.3. *Waveguide Requirements*

STFC requires a waveguide system for the CLARA Front End capable of handling RF peak powers of up to 10 MW for the VELA and CLARA RF gun cavities and RF peak powers of up to 45 MW for the first Linac. All of these RF systems will be operated at a frequency of 2998.5 MHz with a pulse width of up to 3 µs and a repetition rate up to 400 Hz. However, it should be noted that these conditions may not all be required at the same time.

1.4. *Specification Abstract*

This specification concerns assisting in finalising the design, manufacture, and delivery, to Daresbury Laboratory, of the RF waveguide circulator for CLARA Linac 1 along with supporting documentation. The circulator bid must comprise of:-

1. Circulator and loads with the provision to ensure the circulator and loads have the ability to be kept temperature stable
2. Suitable gaskets
3. Delivery to Daresbury Laboratory

2. *GENERAL CONDITIONS*

2.1. *Scope of Contract*

2.1.1. The contract will cover the design, manufacture, and delivery of the CLARA Front End waveguide system at STFC Daresbury Laboratory (hereinafter referred to as STFC), Warrington.

2.1.2. The contractor will be required to co-operate closely with STFC and its authorised representative at all stages of the contract. Final design schemes and technical issues will be resolved after adequate discussion.

2.1.3. The provision of RF power to the RF cavities has been determined by STFC and is described within this document.

2.1.4. The manufacturer will be responsible for any departure from anticipated performance due to the failure to adhere to any part of this specification.

2.1.5. No change to the specified requirements is permitted without the written permission of STFC. However, if at any stage of the contract it is clear that advantage could be gained by such modification then the manufacturer is encouraged to bring it to the attention of STFC.

2.2. *Sub-Contracts*

2.2.1. Full details of all sub-contracts must be available to STFC, and written permission shall be obtained from STFC before placement of such sub-contracts

2.3. *Price and Payment Schedule*

2.3.1. The price for major items is to be clearly defined within the bid.

2.3.2. STFC urge tenderers to indicate acceptance of STFC payment terms. However, STFC are prepared to consider alternative payment terms, which should be clearly proposed in the tender documents for possible negotiation in the event of a successful bid.

2.3.3. The payment schedule should also be clearly defined within the bid.

2.4. *Timescales and Delivery*

2.4.1. Timescales for the project are very important. It is envisaged that the contract will be placed before end of May 2016 and the bidder should provide the best indication of delivery, installation and commissioning based on this date. It should be noted that a preferred delivery date would be the end of August 2016.

2.4.2. A draft manufacturing programme is required with the tender bid and a detailed programme including all necessary acceptance tests shall be issued by the contractor within one week of contract placement and must be approved by STFC. This programme must contain sufficient detail to enable progress of the contract to be monitored accurately.

2.4.3. Written progress reports must be submitted to STFC at intervals of one month during the contract by e-mail addressed to Michael Jenkins (michael.jenkins@stfc.ac.uk).

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3. RF SYSTEM

3.1. *Description of Requirement*

3.1.1. Each RF system for the CLARA Front End will consist of klystron modulator and klystron, an RF waveguide section, a normal conducting RF cavity, and a low level RF (LLRF) system.

3.1.2. The maximum peak RF output power is 45 MW at a frequency of 2998.5 MHz.

3.1.3. The RF will be pulsed with a pulse length of up to 3.0 µs, with a repetition rate between 1 Hz and 400 Hz.

3.1.4. Tight amplitude and phase control of the RF power into the cavities is required to ensure that accelerating voltage is maintained at a constant level and is synchronised with the electron beam. The amplitude and phase stability provided by the klystron modulator will be a key component in providing this required control.

3.1.5. During operation the output power to the cavities may be varied. This variation may be done hourly.

3.1.6. During operation the RF pulse width may be varied from 0.25 µs up to at least 3.0 µs. This variation may be done hourly.

3.1.7. During operation the repetition rate may be varied. This variation may be done hourly.

3.1.8. The RF parameters for Linac 1 are shown below:-

Table 1:- Specification for Linac 1 RF cavity

Parameter	***Value***
Frequency	2998.5 MHz
Bandwidth	~ 5 MHz
Accelerating Voltage	100 MeV
Accelerating Gradient	25 MV/m
Peak RF input power	up to 45 MW
Pulse Repetition Rate Range	1 – 400 Hz
RF Pulse Width	0.25 - 3.0 µs
Amplitude stability	0.0001
Phase Stability	0.1°
Operational temperature range	30 - 45°C
Input	WR284 (CERN LIL flange)

4. WAVEGUIDE CIRCULATOR

4.1. *Circulator Design*

4.1.1. The design of the waveguide connecting the cavity and klystron is fixed. This means that the maximum length of the circulator section cannot exceed 1.16 metres. Due to the high peak power requirements using multiple circulators is acceptable however splitters to link the circulators together will need to be supplied at no additional cost to STFC.

4.1.2. The circulator flange will be CPR type flanges. The input flange will be a grooved flange and the output flange will be a flat flange in order to connect to the waveguide system.

4.2. *Stability Requirements*

4.2.1. Phase and amplitude stability is a critical requirement, thus the circulator provided should have the ability to keep the temperature stable. A description of how this is to be achieved should be defined within the bid documentation along with any supporting evidence. It should be noted that within the accelerator hall air conditioning will be provided to keep the temperature constant to 23 ± 0.1 °C. However, the outer hall where the modulators are located will have much larger temperature variation as there is limited temperature control in this region, so there will be day to day variations as well as seasonal variations in the temperature.

4.2.2. The waveguide and circulator will be pressurised with SF6 up to 3 bar between the 2 RF windows.

4.3. *Circulator Requirement*

Defined below are the requirements for the 45 MW RF circulator.

Table 2:- 45 MW RF Circulator Specification

Item	**Parameter**
Waveguide type	WR284
Peak RF Power (MW)	45
RF Pulse Width (µs)	3.0
Maximum Repetition Rate (Hz)	400
Average RF Power (kW)	21
Operating Frequency (MHz)	2998.5 ± 5.0
VSWR for Operating Bandwidth	1.2:1
Insertion Loss (dB)	0.2 dB at 2998.5 MHz
Cooling	Supplier to determine and implement adequate cooling of the circulator and loads for safe operation at the rated peak and average rated power levels. All relevant details, including connector details are to be provided as part of the bid documentation.
Flanges	CPR-G on input flange and CPR-F on output flange
Operating Pressure	≥2.5 bar SF6.
Warranty	>12 months

4.4. *Warranty*

4.4.1. The terms of the warranty, which the manufacturer proposes to apply should be stated in the tender. The manufacturer must guarantee the equipment against failure due to either faulty components or manufacture. The minimum expected warranty will be twelve months from the delivery of the equipment. Please confirm in your bid, but note that a longer warranty would be advantageous

4.4.2. Any other warranty statements that apply as part of the tender should be clearly defined

within the tender documentation.

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, the Customer and any specific external stakeholders UK SBS deem 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	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
Price	AW5.5	E Invoicing
Price	AW5.6	Implementation of E-Invoicing
Quality	AW6.1	Compliance to the Specification
-	-	Invitation to Quote – received on time within e-sourcing tool

Scoring criteria

Evaluation Justification Statement

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

Questionnaire	Q No.	Question subject	Maximum Marks
Price	AW5.2	Price	25%
Price	AW5.7	Prompt payment	5%
Quality	AW6.2	Methodology	10%
Quality	AW6.3	Mechanical Design	10%
Quality	AW6.4	Insertion Loss	10%
Quality	AW6.5	Peak Power	10%
Quality	AW6.6	Average Power	10%
Quality	AW6.7	Delivery	10%
Quality	AW6.8	Warranty	10%

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/Total Points available multiplied by 20 (60/100 x 20 = 12)

Where an evaluation criterion is worth 10% then the 0-100 score achieved will be multiplied by 10.

Example if a Bidder scores 60 from the available 100 points this will equate to 6% by using the following calculation: Score/Total Points available multiplied by 10 (60/100 x 10 = 6)

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) ÷ 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 http://www.uksbs.co.uk/services/procure/Pages/supplier.aspx

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.

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 typically 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 your customer is and what they want – a generic answer does not necessarily meet every customer'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 and concise contact details; telephone numbers, e-mails 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 Customer to discuss your Bid. If your Bid requires clarification the Buyer will contact you.

7.16 Do not contact any UK SBS staff or Customer 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 Customer 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 may 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.

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 UK SBS.

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 60 days or your Bid will be rejected.

7.34 Bidders may only amend the Contract terms if you can demonstrate there is a legal or statutory reason why you cannot accept them. If you request changes to the Contract and UK SBS 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 UK SBS 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 UK SBS 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, UK SBS 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 UK SBS 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 From 2nd April 2014 the Government is introducing its new Government Security Classifications (GSC) classification scheme 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 from 2nd April 2014. The link below to the Gov.uk website provides information on the new GSC:

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

UK SBS 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
- Contracts Finder
- Tenders Electronic Daily
- Equalities Act introduction
- Bribery Act introduction
- Freedom of information Act