



Department for  
Energy Security  
& Net Zero

# Social Housing Decarbonisation Fund Wave 3 and Local Authority Retrofit Scheme – Market Engagement Supplier Questionnaire

This Supplier Questionnaire is intended to inform DESNZ's understanding of the market and is not part of a formal procurement process. Should a decision be made to proceed, a formal procurement process may follow later. Any responses received as part of this engagement will not be evaluated as part of a tender response and will not prejudice any involvement in a future procurement process. Any information shared may be subject to requests under the Freedom of Information Act 2000 (FOIA) or Environmental Information Regulations 2004 (EIR) and may be released unless an exemption or exception applies under the relevant legislation.

This questionnaire forms part of a suite of market engagement activities being conducted by the Department for the potential procurement of a Delivery Partner for its Social Housing Decarbonisation Fund Wave 3 (SHDF Wave 3) and Local Authority Retrofit 4 (LAD4) schemes. It follows on from the Prior Information Notice (PIN) issued via Contracts Finder on 4th September 2024.

<https://www.contractsfinder.service.gov.uk/Notice/bfb52010-04d2-41b6-95ad-a30184e7096d>

The indicative requirements as presented in the Stage 1 pre-market engagement sessions are included in the presentation below:



DP2 Pre Market  
Engagement Sept 24 |

Please complete the 'DP2 Market Engagement Supplier Questionnaire' Excel spreadsheet and return it to [htthcommercial@energysecurity.gov.uk](mailto:htthcommercial@energysecurity.gov.uk). **The deadline for responses is 17:00 25/09/2024.**

## 2. Questions for Suppliers

### Indicative Requirements and ITT

1. Do the indicative requirements appear to be deliverable (in terms of timescales, scope, resources, deliverables, and so on)? Please include any key assumptions you hold in relation to the delivery of these requirements.
2. What elements and/or parts of the indicative requirements may be potentially undeliverable / will present significant challenge to your organisation? Please provide your rationale.
3. Are there any risks associated with the indicative procurement timeline, that you believe may result in a lack of interest from the market?
4. Are the presented requirements clear? If not, what further information would aid you in submitting a high quality bid?
5. Do you intend on bidding for this opportunity? If not, then please can you provide some rationale as to why.
  - a. If you do intend to submit a bid, will you submit as part of a consortium? If so, why?

### Delivery

6. What would your organisation as part of the delivery of these services suggest a reasonable pricing mechanism to be for each of the service packages? How would you price optional service packages into your preferred mechanism?
7. Team capacity and capability:
  - a. Can you estimate the size of team you'd need to deliver these requirements?
  - b. What skill sets would your organisation need to deploy in order to deliver this specification to a high degree of quality? Does your organisation have those skillsets currently?
8. The current thinking around the route to market is the CCS RM6322 FAaDS DPS:
  - a. Would you be content using this route to market?
  - b. Are there any alternative routes to market you would recommend? If so, please provide your rationale.
9. Can you identify any key delivery risks from your current view of the indicative requirements?
10. Mobilisation:

- a. What length mobilisation period would you suggest for this contract and why?
  - b. What critical factors would influence a successful mobilisation in a restricted timescale?
  - c. What are the biggest risks to mobilising this contract successfully?
- 11.** The Department anticipates that there will be a requirement for the delivery partner to provide their own Customer Relationship Management (CRM) tool to facilitate delivery.
- a. Does your organisation already have a CRM well suited to this requirement, or would you need to source one?
  - b. How would this impact your preferred pricing mechanism and ability to mobilise?
- 12.** The Department expects to continue to hold all grant recipient reporting data in its own data management solution (DMS). What key aspects do you suggest DESNZ should consider when configuring its DMS to ensure interoperability with a CRM such as your own (if applicable)?
- 13.** What would your organisation suggest as the top 5 KPI's for effective performance management of this requirement?
- 14.** A digital batch processing solution will be required to facilitate the submission and enable the processing of batches for the Local Authority Retrofit Scheme. The Department is currently exploring options for this provision and are open to market feedback.
- a. Does your organisation have an existing solution that may be suitable for this requirement, either to create a standalone solution or integrate into an existing platform, that will facilitate the submission, processing of and approval of batches and batch payments and the drawdown of capital funding?
  - b. If so, is your organisation able to estimate how long the development/integration of such a solution would take, including resources required to develop and launch this solution?