



Mini Competition

**Mini Competition against an existing Framework Agreement (MC)
on behalf of Innovate UK - UKRI**

**Subject Contracting Authority Multi Sector International
Benchmarking**

Sourcing reference number CR19044

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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 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.

Growing from a foundation of supporting the Research Councils, 2012/13 saw Business Innovation and Skills (BEIS) transition their procurement to UK SBS and Crown Commercial Service (CCS) 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.

Contracting Authorities who have access to our services and Contracts are detailed [here](#).

Privacy Statement

At UK Shared Business Services (UK SBS) we recognise and understand that your privacy is extremely important and we want you to know exactly what kind of information we collect about you and how we use it.

This privacy notice link below details what you can expect from UK SBS when we collect your personal information.

- We will keep your data safe and private.
- We will not sell your data to anyone.
- We will only share your data with those you give us permission to share with and only for legitimate service delivery reasons.

<https://www.uksbs.co.uk/use/pages/privacy.aspx>

For details on how the Contracting Authority protect and process your personal data please follow the link below:

<https://www.ukri.org/privacy-notice/>

Section 2 – About the Contracting Authority

Innovate UK

Innovate UK works with people, companies and partner organisations to find and drive the science and technology innovations that will grow the UK economy. They drive growth by working with companies to de-risk, enable and support innovation.

<https://www.gov.uk/government/organisations/innovate-uk>

UK Research and Innovation

Operating across the whole of the UK and with a combined budget of more than £6 billion, UK Research and Innovation represents the largest reform of the research and innovation funding landscape in the last 50 years.

As an independent non-departmental public body UK Research and Innovation brings together the seven Research Councils (AHRC, BBSRC, EPSRC, ESRC, MRC, NERC, STFC) plus Innovate UK and a new organisation, Research England.

UK Research and Innovation ensures the UK maintains its world-leading position in research and innovation. This is done by creating the best environment for research and innovation to flourish.

For more information, please visit: www.ukri.org

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.

Section 3 – Contact details		
3.1	Contracting Authority (CA) Name and address	Innovate UK North Star House, North Star Avenue, Swindon SN2 1UE
3.2	Buyer name	Alexandra Richards
3.3	Buyer contact details	Research@uksbs.co.uk
3.4	Maximum value of the Opportunity	£50,000.00 Excluding VAT
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 <u>will</u> result in the Bid <u>not</u> being considered.

Section 3 - Timescales		
3.6	Date of Issue of Mini Competition to all Bidders	Friday 28 th June 2019
3.7	Latest date/time Mini Competition clarification questions shall be received through Emptoris messaging system	Wednesday 10 th July 2019 11:00am
3.8	Latest date/time Mini Competition clarification answers should be sent to all Bidders by the Buyer through Emptoris	Thursday 11 th July 2019
3.9	Latest date/time Mini Competition Bid shall be submitted through Emptoris	Wednesday 17 th July 2019 11:00am
3.10	Anticipated selection and de selection of Bids notification date	Wednesday 24 th July 2019
3.11	Anticipated Award Date	Friday 26 th July 2019
3.12	Anticipated Contract Start Date	Monday 29 th July 2019
3.13	Anticipated Contract End Date	Friday 27 th September 2019
3.14	Bid Validity Period	60 Working Days
3.15	Framework and or Lot the Mini competition will be based on	BIS Research & Evaluation Framework CR150025BIS Lot 5

Section 4 – Specification

1. Background

Innovate UK is the UK Government's innovation agency. We work with people, companies and partner organisations to find and drive the science and technology innovations that will grow the UK economy. We're an organisation of around 400 staff, drawn mainly from business. We work across the UK, with a head office in Swindon.

We have a strong business focus, we drive growth by working with companies to de-risk, enable and support innovation. To do this, we work to:

- determine which science and technology developments will drive future economic growth
- meet UK innovators with great ideas in the fields we're focused on
- fund the strongest opportunities
- connect innovators with the right partners they need to succeed
- help our innovators launch, build and grow successful businesses

Since 2007 we have committed over £1.8 billion to innovation, matched by a similar amount in partner and business funding. We have helped more than 7,600 organisations with projects estimated to add more than £11.5 billion to the UK economy and create 55,000 extra new jobs.

2. Aims and Objectives of the Project

To update our knowledge and understanding of sectors within key countries with a focus on their innovation strengths and weaknesses to help with targeting Innovate UK support for international activities.

To deliver this we need to understand how the UK sectors compare with international peers and then seek effective ways of working with our international counterparts. We need to understand:

- the size of other countries' RD&I by sector;
- the competitive advantages and growth profiles of their sectors, and
- their ability to deliver innovation within their sectors

From this information we will better understand which countries and sectors are good candidates for joint activity with the UK. This information will then be used to enhance sector and country strategies and priorities and will also likely be used as evidence to support future international partnerships and activities.

Objectives :

- 1) Collect sector level data for 50 countries as specified by InnovateUK below in the spreadsheet template required (to be provided by Innovate UK at or before the kickoff meeting for this contract).
 - a. Specific sectors and definitions will be supplied by Innovate UK and are outlined later in this document.
 - b. Specific metrics to be collected will be defined by Innovate UK and are outlined later in this document, however it is expected the supplier will provide their suggestions for an appropriate data source as part of this tender process.
- 2) Note, no report or detailed analysis is required. This is a data only request. There is, however, space for any opinions formed by the analyst during the collection of the data to be captured, though this aspect is optional.

Data will need to be provided by Friday 27th September 2019.

3. Suggested Methodology

This is primarily a data gathering request. Specific data is required to be collected (where possible) and collated for 18 sectors in each of 50 countries, defined by Innovate UK. The countries are primarily developed and middle income countries for which the data should be fairly readily available, plus a few developing countries where data may require more in depth searching. No report or in depth analysis is required, however there is an option for the analysts involved to give their opinions on the data they have gathered.

In responding to this tender we would like to understand how each data point will be generated. A number of topics have been left deliberately broad to enable providers to suggest means and methods and data sources available to them by which to respond.

Where possible the same data source (e.g. World Bank, Web of Science sector specific source with global data etc) or type of data source (e.g. official national statistics) should be used for as many countries and sectors as possible.

InnovateUK may be able to provide some additional sources for patent data and company data, as well as suggestions for publicly available data to support most of the metrics requested, should the tenderer not have an existing data subscription. Please let us know in your tender response if this support is required.

4. Deliverables

Deliverable 1 : A spreadsheet for each country completed with the data requested for each sector.

Deliverable 2 : A data reference guide detailing the data sources, assumptions, exceptions, interpolations and methodology used.

A kick off meeting between InnovateUK and the contractor will be followed by fortnightly check in calls. A final meeting will be held to handover the data, and the successful contractor will need to make themselves available for emails or short phone calls to answer any questions on the data and/or address and correct any data anomalies for at least four weeks after the data has been delivered.

Data to be collected for each sector within a country:

MANDATORY DATA: (Noting if data is not found to be available for a country or sector this should be discussed with the Innovate UK team as soon as possible in the project so that alternative approaches can be discussed).

Sector

Current value of sector in country

Sector value as a % of overall economy in country

Forecast value of sector in country in 2025

Sector value as a % of overall economy in country in 2025

5 year sector growth rate (CAGR)

Current share of global market for sector

Current ranking terms of market share for sector

Projected market share of global market for sector in 2025 (%)

Global ranking by market share for sector in 2025

Value of inward FDI in sector over pervious 3 years

Maturity of sector in country vs globally

Degree of sector consolidation

Number, and turnover of SMEs in sector

Number, and turnover of large/multinational companies in sector

Total R&D Spend for sector (for most recent year available)

Business & Enterprise R&D spend for sector (for most recent year available)

Government R&D spend for sector (for most recent year available) **Strength and Expertise**

Number of world leading companies in sector with R&D facilities located in the country

Number of world leading companies in sector with manufacturing sites located in the country

% Patents for sector by locally domiciled inventor

% of total academic articles for this sector (or closely aligned scientific fields) from this country

% highly cited academic articles for this sector (or closely aligned scientific fields) from this country

Productivity

Current level of productivity in the sector

Forecast change in sector productivity over next 5 years

Skills and Labour

Total sector labour force as percentage of total country labour force

Size of research and development skilled labour force in sector as percentage of total country labour force

Size of research and development skilled labour force in sector, as percentage of global skilled labour force in this sector

Is a skills gap expected in the sector in the next 5 years? (Surplus/Balanced/Gap)

DESIRABLE DATA

Does this country have a competitive advantage in this sector?

How mature and responsive is government regulation in the sector to new technology and business models?

Value of outward FDI in sector

Red Flags not captured elsewhere

The sector list is as follows: (Note that mapping to SIC codes is available upon request)

Sector	UK Industrial Strategy coverage area	Definition and major SIC areas
Healthcare, Pharmaceuticals and Medical Technology	Precision medicine, life sciences, early diagnosis, healthy ageing	Health, healthcare, medicine, medical technology, pharmaceuticals, and any related activities.
Social Services and Lifestyle	Healthy Ageing	Social services, government services (excluding the NHS), travel, and lifestyle activities, including healthy ageing activities not directly related to medicine and healthcare.
Education	Education, Skills	All aspects of the education and training sectors
Transport	Driverless cars, electric vehicles, future of mobility in general	All transport related activities regardless of power source, including sea, land and air transport, excluding space. Includes the servicing, sales and manufacturing of vehicles.
Smart Infrastructure and telecommunications	Future cities, future of mobility infrastructure	The supporting infrastructure for cities and more generally, including infrastructure required for future transportation modes, and telecommunication infrastructure.
Construction	Transforming construction, some foundation industries	The construction sector, excluding smart infrastructure
Manufacturing (Excluding Pharmaceuticals)	Plastics, materials, foundation industries, made smarter	All manufacturing excluding pharmaceuticals and transport.

Energy Revolution	Offshore renewables, alternative fuels, foundation industries, oil and gas, electricity and utilities, transport energy nexus	Includes all current and known potential sources of energy. Includes oil and gas extraction, electrical utilities, alternative fuels, renewable energy, and related service sectors.
Next Generation Services	Finance, legal, accounting, education, real estate, engineering, science	Includes all services not contained within another sector, excluding creative industries. Focus is on professional and technical services (legal, engineering, etc), and finance and real estate.
Creative Industries	Creative Industries	Includes all creative industries, including architecture, printing, publishing, art, entertainment, and similar areas.
Agriculture, Forestry and Fishing	Transforming food, foundation industries	Agriculture, forestry, and fishing, including all food activities completed prior to being included in the manufacturing sector.
Electronics and Information Technology	Sensors, related emerging technology/Open programmes, Robotics as a sector, Quantum as a sector	Computing and IT related activities, quantum computing as a sector (rather than as an enabler), AI and Big Data as a sector/service (rather than as an enabler technology used in other sectors), information management, electronics and related activities.
Digital Security	Digital security	Security of the digital world (cross sector implications, however this is also a sector in its own right).
Space	Satellite manufacturing, servicing, launch, other space goods and services	All space related goods and services, including data, research, maintenance, launching etc.
Defence	None	All defence related goods and services not captured in other sectors.
Water	None	Water supply, utilities, and related services.

Mining and Quarrying	None	Quarrying, mining and extractive industries, excluding hydrocarbons.
Retail and Wholesale services	None	Retail and Wholesale services, excluding automotive services

Focus Countries

The following 50 countries are those that we wish for the data to be collected.

Australia

Austria

Belgium

Brazil

Canada

Chile

China

Colombia

Czech Republic

Denmark

Estonia

Finland

France

Germany

Greece

Hungary

India

Indonesia

Ireland

Israel
Italy
Japan
Kenya
Latvia
Malaysia
Mexico
Morocco
Netherlands
New Zealand
Nigeria
Norway
Philippines
Poland
Portugal
Romania
Rwanda
Saudi Arabia
Singapore
South Africa
South Korea
Spain
Sweden
Switzerland
Taiwan
Thailand
Turkey
UAE

UK

USA

Vietnam

Section 5 – Evaluation of Bids

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

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

To maintain a high degree of rigour in the evaluation of your bid, a process of moderation will be undertaken to ensure consistency by all evaluators.

After moderation 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 ($5+5+6 = 16 \div 3 = 5.33$))

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
Price	AW5.1	Maximum Budget
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 the Contracting Authority has decided to evaluate Potential Providers by adopting the weightings/scoring mechanism detailed within this Mini Competition. The Contracting Authority considers these weightings to be in line with the framework.			
Questionnaire	Q No.	Question subject	Maximum Marks
Price	AW5.2	Price	20%
Quality	PROJ1.1	Approach	40%
Quality	PROJ1.2	Staff to Deliver	20%
Quality	PROJ1.3	Understanding the Environment	10%
Quality	PROJ1.4	Project Plan and Timescales	10%

Evaluation of criteria
Non-Price elements

Non-Price (Quality) 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:

$$\text{Score} = \{\text{weighting percentage}\} \times \{\text{bidder's score}\} = 20\% \times 60 = 12$$

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 specific: questions will be marked based on the above mechanism. Please be aware that there may be multiple evaluators. If so, their individual scores will be averaged to determine your final score as follows:

Example

Evaluator 1 scored your bid as 60

Evaluator 2 scored your bid as 40

Evaluator 3 scored your bid as 80

Evaluator 4 scored your bid as 60

Your final score will be calculated as follows $(60+40+80+60) \div 4 = 60$

All the above **OR** specific: questions will be marked based on the above mechanism. Please be aware that there may be multiple evaluators. If so, their individual scores will be reviewed in an evaluator meeting, once the individual evaluations are complete and a consensus score will be agreed to determine your final score.

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: $\text{Score}/\text{Total Points} \times 50$ (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. Responses received after the date indicated in the ITQ shall not be considered by the Contracting Authority, unless the Bidder can justify that the reason for the delay, is solely attributable to the Contracting Authority
- 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. Unless formally requested to do so by UK SBS e.g. Emptoris system failure
- 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 Mini Competition. 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 and concise and ideally generic contact details; telephone numbers, e-mail details.
- 7.10 Do complete all questions in the questionnaire or we may reject your Bid.
- 7.11 Do ensure that the Response and any documents accompanying it are in the English Language, the Contracting Authority reserve the right to disqualify any full or part responses that are not in English
- 7.12 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 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, unless the Framework explicitly permits this.
- 7.23 Do not unless explicitly requested by the Contracting Authority either in the procurement documents or via a formal clarification from the Contracting Authority send your response by any way other than via e-sourcing tool. Responses received by any other method than requested will not be considered for the opportunity

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 (CCS – 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 Mini Competition 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, 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 Call Off 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 Mini Competition 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 2nd 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 Mini Competition to reflect any changes introduced by the GSC. In particular where this Mini Competition 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](#)