VALIDATION CHECK POST BID EVALUATION

In the event of a Bidder successfully providing the most advantageous offer to the Contracting Authority against a procurement requirement, the Bidder is expected to provide an answer to the following questions as a validation check prior to the award of any Contract. If the Bidder fails to meet the Contracting Authority's expectations we reserve the right to not award the Contract to the relevant Bidder and either award to the Bidder with the second most advantageous response or run a new procurement.

SEL1.1	**Please state the full legal name and address and contact details of the organisation tendering (or organisation acting as lead contact where a consortium bid is being submitted).**	
Bidder guidance	The information should be based on the details of the organisation bidding (or organisation acting as lead contact where a consortium bid is being submitted).	
Scoring criteria	For information only	
Bidder response	Bidders full legal name	
	Address line 1	
	Address line 2	
	Address line 3	
	Address line 4	
	Town / City	
	Country	
	Post code (or equivalent)	
	Bidder contact	
	Telephone No.	
	Email	

SEL2.1	**Grounds for mandatory rejection – Bidder guidance In some circumstances the Contracting Authority is required by law to exclude you from participating further in a procurement. If you cannot answer 'no' to every question in this section (SEL2.2 to SEL2.7) it is very unlikely that your application will be accepted, and you may wish to seek clarification from your Procurement Contact before completing this form.** **Any supporting information in response to Q SEL2.2 to SEL2.7 should be provided in SEL2.8.**
Bidder response	Bidders shall answer **Yes** they understand this requirement
Bidder response	Yes

SEL2.2	**Has your organisation or any directors or partner or any other person who has powers of representation, decision or control been convicted of conspiracy within the meaning of section 1 of the Criminal Law Act 1977 where that conspiracy relates to participation in a criminal organisation as defined in Article 2(1) of Council Joint Action 98/733/JHA (as amended);**
Bidder guidance	Bidders shall answer **Yes** or **No** If you answer 'yes' to this question it is very unlikely that your application will be accepted, and you should contact us for advice before completing this form. Any response with a 'Yes' answer must be supported with appropriate supporting text in response to SEL2.8 to justify the response is reasonable to the Contracting Authority.
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes / No

SEL2.3	**Has your organisation or any directors or partner or any other person who has powers of representation, decision or control been convicted of corruption within the meaning of section 1 of the Public Bodies Corrupt Practices Act 1889 or section 1 of the Prevention of Corruption Act 1906 (as amended);**
Bidder guidance	Bidders shall answer **Yes** or **No** If you answer 'yes' to this question it is very unlikely that your application will be accepted, and you should contact us for advice before completing this form. Any response with a 'Yes' answer must be supported with appropriate supporting text in response to SEL2.8 to justify the response is reasonable to the Contracting Authority.
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes / No

SEL2.4	**Has your organisation or any directors or partner or any other person who has powers of representation, decision or control been convicted of the offence of bribery where the offence relates to active corruption; or bribery within the meaning of section 1 or 6 of the Bribery Act 2010**
Bidder guidance	Bidders shall answer **Yes** or **No** If you answer 'yes' to this question it is very unlikely that your application will be accepted, and you should contact us for advice before completing this form. Any response with a 'Yes' answer must be supported with appropriate supporting text in response to SEL2.8 to justify the response is reasonable to the Contracting Authority
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes / No

SEL2.5	**Has your organisation or any directors or partner or any other person who has powers of representation, decision or control been convicted of the offence of fraud, where the offence relates to fraud affecting the financial interests of the European Communities as defined by Article 1 of the Convention relating to the protection of the financial interests of the European Union, within the meaning of** **(a) the offence of cheating the Revenue or** **(b) the offence of conspiracy to defraud or** **(c) fraud or theft within the meaning of the Theft Act 1968 and the Theft Act 1978 or** **(d) fraudulent trading within the meaning of section 458 of the Companies Act 1985 or section 993 of the Companies Act 2006 or** **(e) defrauding the Customs within the meaning of the Customs and Excise Management Act 1979 and the Value Added Tax Act 1994** **(f) an offence in connection with taxation in the European Community within the meaning of section 71 of the Criminal Justice Act 1993 or** **(g) destroying, defacing or concealing of documents or procuring the extension of a valuable security within the meaning of section 20 of the Theft Act 1968?**
Bidder guidance	Bidders shall answer **Yes** or **No** If you answer 'yes' to this question it is very unlikely that your application will be accepted, and you should contact us for advice before completing this form. Any response with a 'Yes' answer must be supported with appropriate supporting text in response to SEL2.8 to justify the response is reasonable to the Contracting Authority.
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes / No

SEL2.6	**Has your organisation or any directors or partner or any other person who has powers of representation, decision or control been convicted of money laundering within the meaning of the Money Laundering Regulations 2003 or Money Laundering Regulations 2007?**
Bidder guidance	Bidders shall answer **Yes** or **No** If you answer 'yes' to this question it is very unlikely that your application will be accepted, and you should contact us for advice before completing this form. Any response with a 'Yes' answer must be supported with appropriate supporting text in response to SEL2.8 to justify the response is reasonable to the Contracting Authority
Scoring criteria	Mandatory Pass / Fail

Bidder response	Yes / No

SEL2.7	**Has your organisation or any directors or partner or any other person who has powers of representation, decision or control been convicted of any other offence within the meaning of Article 45(1) of Directive 2004/18/EC as defined by the national law of any relevant State**
Bidder guidance	Bidders shall answer **Yes** or **No** If you answer 'yes' to this question it is very unlikely that your application will be accepted, and you should contact us for advice before completing this form. Any response with a 'Yes' answer must be supported with appropriate supporting text in response to SEL2.8 to justify the response is reasonable to the Contracting Authority
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes / No.

SEL2.8	**If you have selected Yes to any of the questions SEL2.2 to SEL2.7 you should set out the full facts of the relevant incident and any remedial actions taken. The information provided will be taken into account by the Contracting Authority in considering whether or not your response will be permitted to proceed any further.**
Bidder guidance	If the Bidder has answered 'No' to questions SEL2.2 to SEL2.8 they should answer 'Not applicable'. Maximum character count – 4096 characters
Scoring criteria	Supporting information to SEL2.2 to SEL2.7
Bidder response	Text

SEL3.1	**Grounds for discretionary rejection – the Contracting Authority is entitled to exclude you from consideration if any of the following apply but may decide to allow you to proceed further. If you cannot answer 'no' to questions SEL3.2 to 3.10 it is possible that your application might not be accepted. In the event that any of the following do apply, please set out in SEL3.12 full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Contracting Authority in considering whether or not you will be able to proceed any further in respect of this procurement.**
Bidder response	Bidders shall answer **Yes** they understand this requirement
Bidder response	Yes

SEL3.2	**Is any of the following true of your organisation? <u>being an individual</u>, is bankrupt or has had a receiving order or administration order or bankruptcy restrictions order made against him or has made any composition or arrangement with or for the benefit of his creditors or has not made any conveyance or assignment for the benefit of his creditors or appears unable to pay or to have no reasonable prospect of being able to pay, a debt within the meaning of section 268 of the Insolvency Act 1986, or article 242 of the Insolvency (Northern Ireland) Order 1989, or in Scotland has granted a trust deed for creditors or become otherwise apparently insolvent, or is the subject of a petition presented for sequestration of his estate, or is the subject of any similar procedure under the law of any other state?**
Bidder guidance	Bidders shall answer **Yes** or **No** If you answer 'yes'' to this question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out text in response to SEL3.12 with full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Contracting Authority in considering whether or not you will be able to proceed any further in respect of this procurement.
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes / No & Attachment

SEL3.3	**Is any of the following true of your organisation? <u>being a partnership constituted under Scots law</u>, has granted a trust deed or become otherwise apparently insolvent, or is the subject of a petition presented for sequestration of its estate?**
Bidder guidance	Bidders shall answer **Yes** or **No** If you answer 'yes'' to this question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out text in response to SEL3.12 with full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Contracting Authority in considering whether or not you will be able to proceed any further in respect of this procurement.
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes / No & Attachment

SEL3.4	**Is any of the following true of your organisation? <u>being a company or any other entity within the meaning of section 255 of the Enterprise Act 2002</u> has passed a resolution or is the subject of an order by the court for the company's winding up otherwise than for the purpose of bona fide reconstruction or amalgamation, or had a receiver, manager or administrator on behalf of a creditor appointed in respect of the company's business or any part thereof or is the subject of similar procedures under the law of any other state?**
Bidder guidance	Bidders shall answer **Yes** or **No** If you answer 'yes'' to this question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out text in response to SEL3.12 with full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Contracting Authority in considering whether or not you will be able to proceed any further in respect of this procurement.
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes / No & Attachment

SEL3.5	**Has your organisation been convicted of a criminal offence relating to the conduct of your business or profession?**
Bidder guidance	Bidders shall answer **Yes** or **No** If you answer 'yes'' to this question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out text in response to SEL3.12 with full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Contracting Authority in considering whether or not you will be able to proceed any further in respect of this procurement
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes / No & Attachment

SEL3.6	**Has your organisation committed an act of grave misconduct in the course of your business or profession?**
Bidder guidance	Bidders shall answer **Yes** or **No** If you answer 'yes'' to this question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out text in response to SEL3.12 with full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Contracting Authority in considering whether or not you will be able to proceed any further in respect of this procurement
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes / No & Attachment

SEL3.7	**Has your organisation failed to fulfil obligations relating to the payment of social security contributions under the law of any part of the United Kingdom or of the relevant State in which you are established?**
Bidder guidance	Bidders shall answer **Yes** or **No** If you answer 'yes'' to this question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out text in response to SEL3.12 with full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Contracting Authority in considering whether or not you will be able to proceed any further in respect of this procurement
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes / No & Attachment

SEL3.8	**Has your organisation failed to fulfil obligations relating to the payment of taxes under the law of any part of the United Kingdom or of the relevant State in which you are established?**
Bidder guidance	Bidders shall answer **Yes** or **No** If you answer 'yes'' to this question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out text in response to SEL3.12 with full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Contracting Authority in considering whether or not you will be able to proceed any further in respect of this procurement.
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes / No & Attachment

SEL3.9	**Has your organisation been guilty of serious misrepresentation in providing any information required of you under Regulation 23 of the Public Contracts Regulations 2006?**
Bidder guidance	Bidders shall answer **Yes** or **No** If you answer 'yes'' to this question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out text in response to SEL3.12 with full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Contracting Authority in considering whether or not you will be able to proceed any further in respect of this procurement.
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes / No & Attachment

SEL3.10	**Has your organisation been convicted for an offence under section 2 or 7 of the Bribery Act 2010?**
Bidder guidance	Bidders shall answer **Yes** or **No** If you answer 'yes'' to this question it is possible that your application might not be accepted. In the event that any of the following do apply, please set out text in response to SEL3.12 with full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Contracting Authority in considering whether or not you will be able to proceed any further in respect of this procurement.
Scoring criteria	Mandatory Pass / Fail
Bidder response	Yes / No & Attachment

SEL3.11	**Does your organisation have policies and or procedures in place to demonstrate how it both complies with the Bribery Act 2010 and manages continued compliance?**
Bidder guidance	Bidders shall answer **Yes** or **No**
Scoring criteria	For information only
Bidder response	Yes / No

SEL3.12	**If you have selected 'Yes 'to any of the questions SEL3.2 to SEL3.10 you should set out the full facts of the relevant incident and any remedial actions taken. The information provided will be taken into account by the Contracting Authority in considering whether or not your response will be permitted to proceed any further.**
Bidder guidance	If the Bidder has answered 'No' to questions SEL2.2 to SEL2.8 they should answer 'Not applicable'. Maximum character count – 4096 characters
Scoring criteria	Supporting information to SEL3.2 to SEL3.10
Bidder response	Text.

SEL4.1alt1	**We are required to make an assessment of your Economic and Financial standing.** **To facilitate this we shall conduct a credit check based on your Organisation and where applicable your Parent and / or Holding Company.**
Bidder guidance	The Contracting Authority will make a judgement based on the information ascertained from the credit check from Risk Disc and any supporting information provided. Bidders are free to upload supporting information with regards to their credit worthiness or answer 'Not applicable' if they wish to rely on the credit check. Bidders should confirm if they are / are not providing additional attachments to support their Bid. **Pass** – |The Contracting Authority considers the credit check and / or information provided demonstrates the financial stability of the Bidder is sufficient to be considered for this procurement. **Fail** – The Contracting Authority considers credit check and / or the information provided fails to demonstrate the financial stability of the Bidder is sufficient to be considered for this procurement. Bidders are invited to embed their attachments to this question in the 'Bidder response' section.
Scoring criteria	Mandatory Pass / Fail
Bidder response	Attachments plus statement confirming additional attachments are / are not being provided to support the Bid.