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**Request for Quotation**

Assessing migration of bat species and interactions with Offshore Wind Farms in English Waters

14.08.23

**Request for Quotation**

Assessing migration of bat species and interactions with Offshore Wind Farms in English Waters

You are invited to submit a quotation for the requirement described in the specification, Section 2.

Please confirm by email, receipt of these documents and whether you intend to submit a quote or not.

Your response should be returned to the following email address by:

Email: tamara.rowson@naturalengland.org.uk

Date: 4.09.2023

Time: 23:59

Ensure you include the name of the quotation and ‘Final Submission’ in the subject field to make it clear that it is your response.

**Contact Details and Timetable**

Tamara Rowsonwill be your contact for any questions linked to the content of the quote or the process. Please submit any clarification questions via email and note that, unless commercially sensitive, both the question and the response will be circulated to all tenderers.

|  |  |
| --- | --- |
| Action | Date |
| Date of issue of RFQ | 14- Aug- 2023 |
| Deadline for clarifications questions | 28- Aug- 2023 |
| Deadline for receipt of Quotation | 04- Sep-2023 |
| Intended date of Contract Award | 25- Sep-2023 |
| Intended Contract Start Date | 02- Oct- 2023 |
| Intended Delivery Date / Contract Duration | 04- Mar- 2024 |

**Section 1: General Information**

**Glossary**

Unless the context otherwise requires, the following words and expressions used within this Request for Quotation shall have the following meanings (to be interpreted in the singular or plural as the context requires):

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| --- | --- |
|  |  |
| “Authority” | means Natural England who is the Contracting Authority. |
| “Contract” | means the contract to be entered into by the Authority and the successful supplier. |
| “Response” | means the information submitted by a supplier in response to the RFQ. |
| “RFQ” | means this Request for Quotation and all related documents published by the Authority and made available to suppliers. |

**Conditions applying to the RFQ**

You should examine your Response and related documents ensuring it is complete and in accordance with the stated instructions prior to submission.

Your Response must contain sufficient information to enable the Authority to evaluate it fairly and effectively. You should ensure that you have prepared your Response fully and accurately and that prices quoted are arithmetically correct for the units stated.

By submitting a Response, you, the supplier, are deemed to accept the terms and conditions provided in the RFQ. Confirmation of this is required in Annex 2.

Failure to comply with the instructions set out in the RFQ may result in the supplier’s exclusion from this quotation process.

**Acceptance of Quotations**

By issuing this RFQ the Authority does not bind itself to accept any quotation and reserves the right not to award a contract to any supplier who submits a quotation.

**Costs**

The Authority will not reimburse you for any costs and expenses which you incur preparing and submitting your quotation, even if the Authority amends or terminates the procurement process.

**Self-Declaration and Mandatory Requirements**

The RFQ includes a self-declaration response (Annex 1) which covers basic information about the supplier, as well as any grounds for exclusion. If you do not comply with them, your quotation will not be evaluated.

Any mandatory requirements will be set out in Section 2, Specification of Requirements and, if you do not comply with them, your quotation will not be evaluated.

**Clarifications**

Any request for clarification regarding the RFQ and supporting documentation must be submitted via email no later than the deadline for clarifications set out in the Timetable. The Authority shall be under no obligation to respond to queries raised after the clarification deadline.

The Authority will respond to all reasonable clarifications as soon as possible but cannot guarantee a minimum response time. The Authority will publish all clarifications and its responses to all suppliers via email unless deemed commercially sensitive.

If a supplier believes that a request for clarification is commercially sensitive, it should clearly state this when submitting the clarification request. However, if the Authority considers either that:

the clarification and response are not commercially sensitive; and

all suppliers may benefit from its disclosure,

then the Authority will notify the supplier (via email), and the supplier will have an opportunity to withdraw the request for clarification by sending a further message requesting the withdrawal of the clarification request. If not withdrawn by the supplier within 2 working days of the Authority’s notification, the Authority may publish the clarification request and its response to all suppliers and the Authority shall not be liable to the supplier for any consequences of such publication.

The Authority reserves the right to seek clarification of any aspect of a quotation and/or provide additional information during the evaluation phase to carry out a fair evaluation. Where the Authority seeks clarification on any aspect of the quotation, the supplier must respond within the timeframe requested by the Authority.

**Amendments**

The Authority may amend the RFQ at any time prior to the deadline for receipt. If it amends the RFQ the Authority will notify you via email.

Suppliers may modify their quotation prior to the deadline for Responses. No Responses may be modified after the deadline for Responses.

Suppliers may withdraw their quotations at any time by submitting a notice via the email to the named contact.

**Conditions of Contract**

The Authority’s standard terms and conditions provided as part of the RFQ will be included in any contract awarded as a result of this quotation process. The Authority will not accept any changes to these terms and conditions proposed by a supplier.

Suppliers should note that the quotation provided by the successful bidder will form part of the Contract.

**Prices**

Prices must be submitted in £ sterling, inclusive of VAT.

**Disclosure**

All Central Government Departments, 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 Authority may disclose within Government any details contained in your quotation. The information will not be disclosed outside Government during the procurement.

In addition, the Authority is subject to the Freedom of Information Act 2000 and the Environmental Information Regulations 2004, which provide a public right of access to information held by public bodies. In accordance with these two statutes, the Authority may be required to disclose information contained in your quotation to any person who submits a request for information pursuant to those statutes.

Further to the Government’s transparency agenda, all UK Government organisations must advertise on Contract Finder in accordance with the following publication thresholds:

Central Contracting Authority’s: £12,000

Sub Central Contracting Authority’s and NHS Trusts: £30,000

For the purpose of this RFQ the Authority is classified as a 'Central Contracting Authority' with a publication threshold of '£12,000' inclusive of VAT.

If this opportunity is advertised via Contracts Finder, we are obliged to publish details of the awarded contract including who has won the contract, the contract value, and indicate whether the winning supplier is a small and medium-sized enterprise (“SMEs”) or voluntary organisation or charity. A copy of the contract must also be published with confidential information redacted.

By submitting a Response, you consent to these terms as part of the procurement.

**Disclaimers**

Whilst the information in this RFQ and any supporting information referred to herein or provided to you by the Authority have been prepared in good faith the Authority does not warrant that this information is comprehensive or that it has been independently verified.

The Authority does not:

make any representation or warranty (express or implied) as to the accuracy, reasonableness or completeness of the RFQ;

accept any liability for the information contained in the RFQ or for the fairness, accuracy or completeness of that information; or

accept any liability for any loss or damage (other than in respect of fraudulent misrepresentation or any other liability which cannot lawfully be excluded) arising as a result of reliance on such information or any subsequent communication.

Any supplier considering entering into contractual relationships with the Authority following receipt of the RFQ should make its own investigations and independent assessment of the Authority and its requirements for the goods and/or services and should seek its own professional financial and legal advice.

**Protection of Personal Data**

In order to comply with the General Data Protection Regulations 2018 the supplier must agree to the following:

You must only process any personal data in strict accordance with instructions from the Authority.

You must ensure that all the personal data that we disclose to you or you collect on our behalf under this agreement are kept confidential.

You must take reasonable steps to ensure the reliability of employees who have access to personal data.

Only employees who may be required to assist in meeting the obligations under this agreement may have access to the personal data.

Any disclosure of personal data must be made in confidence and extend only so far as that which is specifically necessary for the purposes of this agreement.

You must ensure that there are appropriate security measures in place to safeguard against any unauthorised access or unlawful processing or accidental loss, destruction or damage or disclosure of the personal data.

On termination of this agreement, for whatever reason, the personal data must be returned to us promptly and safely, together with all copies in your possession or control.

**General Data Protection Regulations 2018**

For the purposes of the Regulations the Authority is the data processor.

The personal information that we have asked you provide on individuals (data subjects) that will be working for you on this contract will be used in compiling the tender list and in assessing your offer. If you are unsuccessful the information will be held and destroyed within two years of the award of contracts. If you are awarded a contract it will be retained for the duration of the contract and destroyed within seven years of the contract’s expiry.

We may monitor the performance of the individuals during the execution of the contract, and the results of our monitoring, together with the information that you have provided, will be used in determining what work is allocated under the contract, and in any renewal of the contract or in the award of future contracts of a similar nature. The information will not be disclosed to anyone outside the Authority without the consent of the data subject, unless the Authority is required by law to make such disclosures.

**Equality, Diversity & Inclusion (EDI)**

The Client is striving to create a diverse and inclusive working environment where every individual has equality of opportunity to progress and to apply their unique insights to making the UK a great place for living. The Service Provider is expected to respect this commitment in all dealings with Natural England staff and service users.

Suppliers are expected to;

support Defra group to achieve its Public Sector Equality Duty as defined by the Equality Act 2010, and to support delivery of [Defra group’s Equality & Diversity Strategy](https://www.gov.uk/government/publications/defra-group-equality-diversity-and-inclusion-strategy-2020-to-2024/defra-group-equality-diversity-and-inclusion-strategy-2020-to-2024).

meet the standards set out in the [Government’s Supplier Code of Conduct](https://www.gov.uk/government/publications/supplier-code-of-conduct)

work with Defra group to ensure equality, diversity and inclusion impacts are addressed (positive and negative) in the goods, services and works we procure, barriers are removed and opportunities realised.

**Sustainable Procurement**

Addressing global sustainability impacts and realising additional community benefits within commercial activity is core to Defra group’s approach, working with its supply chain is key to achieving sustainable outcomes. In addition to supporting Defra group to meet its outcomes we look to understand and reduce negative sustainability impacts associated with our commercial activity and realise benefits.

The Client encourages its suppliers to share these values, work to address negative impacts and realise opportunities, measure performance and success.

Suppliers are expected to have an understanding of the Sustainable Development Goals, the interconnections between them and the relevance to the Goods, Services and works procured on the Client’s behalf

**Conflicts of Interest**

The concept of a conflict of interest includes but is not limited to any situation where an Involved Person or Relevant Body has directly or indirectly, a financial, economic or other personal interest which might be perceived to compromise their impartiality and independence in the context of the procurement procedure and/or affect the integrity of the contract award.

We expect suppliers to mitigate appropriately against any real or perceived conflict of interest through their work with government. A supplier with a position of influence gained through a contract should not use that position to unfairly disadvantage any other supplier or reduce the potential for future competition

Where the supplier is aware of any circumstances giving rise to a conflict of interest or has any indication that a conflict of interest exists or may arise you should inform the Authority of this as soon as possible (whether before or after they have submitted a quotation). Tenderers should remain alert to the possibility of conflicts of interest arising at all stages of the procurement and should update the Authority if any new circumstances or information arises, or there are any changes to information already provided to the Authority. Failure to do so, and/or to properly manage any conflicts of interest may result in a quotation being rejected.

Provided that it has been carried out in an open, fair and transparent manner, routine pre-market engagement carried out by the Authority should not represent a conflict of interest for the supplier.

**Section 2: The Invitation**

**Specification of Requirements**

Offshore wind projects in English waters are developing at pace as we move towards Net Zero Targets and ambitions to deliver 50 GW by 2030. Potential impacts of Offshore wind farms on migrating bat species is moving up the international agenda.

Understanding the evidence base for the effect of offshore wind development and operation upon different environmental receptors is an integral component which underpins Natural England’s offshore wind work. Focal receptors are currently seabirds, marine mammals, benthic receptors (seafloor habitats and species) and designated fish. However, there is a current lack of evidence as to the effects of offshore wind farm development upon bat populations in English waters. This represents an evidence gap which needs to be addressed.

Bats are a relatively poorly understood receptor for marine offshore developments in English waters. Evidence gaps remain on the occurrence of bats in the offshore environment, including migration, and their potential interactions with renewable developments. Little is known about bat migration ecology, the number of individuals migrating over sea, and the risk of mortality from interactions with offshore wind turbines (Lagerveld et al. 2017).

Migration periods are understood to be between late March to June, and from late August until October. For offshore regions, such as the North Sea, the most frequently recorded bats are Nathusius’ pipistrelle (Pipistrellus nathusii). However, other bat species have also been recorded, including common pipistrelle (P. pipistrellus), common noctule (Nyctalus noctula), Leisler’s bat (N. leisleri), particolored bat (Vespertilio murinus), Northern bat (Eptesicus nilssonii), and Serotine bat (E. serotinus) (Boshamer et al. 2008, Lagerveld et al. 2012, Hüppop et al. 2016, Hüppop et al. 2019).

Through engagement with international projects, such as WOZEP and the national Nathusisus Pipistrelle project and academics, the study aims to identify cutting edge international best practice and lessons learnt to inform Natural England's approach.

Improving our understanding of bat ecology, migration and the interaction of bats with offshore wind farms would help to improve the advice Natural England provides to offshore wind developers and regulators regarding environmental impact assessments and monitoring and the development of industry best practice.

Bats are a key focal receptor for the Dutch WOZEP research programme: Wozep ecological programme - Noordzeeloket UK. WOZEP have undertaken monitoring and research specifically targeted at bat populations over Dutch waters and bats are a focal species for environmental impact assessments. Conditions have been applied to ‘curtail’ the operation of Dutch wind farms during sensitive times of year, night and in certain environmental conditions (e.g. relating to temperature, wind speed and wind direction).

However, there are many evidence gaps and areas of uncertainty. These include:

● The numbers of bats migrating across English waters (e.g. the North Sea or English Channel, Celtic Sea);

● When each species migrates to/from England and migration routes;

● The spatial patterns of migration (e.g. a broad front or spatially distinct patterns (Lagerveld et al. 2017);

● Collision risk for bats with offshore wind farms – this includes collision risk parameters, such as flight heights and avoidance rates;

● Possibility of population level effects arising from any collision risk or barrier effects; and

● Inter-species variation in behaviour, ecology and migration.

● How do bats ‘see’ OWF turbines and could visual mitigation measures similar to those identified for birds be adopted

● Are there any international examples of mitigation for bat collision with OWF, for example using thermal trackers in USAThermalTracker-3D: A thermal stereo vision system for quantifying bird and bat activity at offshore wind energy sites - ScienceDirect, or Dutch shut downs or Dutch Stop Offshore Wind Turbines to Protect Migratory Birds in 'International First' | Offshore Wind

● In 2018 and 2019, a total amount of approximately 300 individual bats were tagged. They are tracked with a network of stationary receivers (telemetry stations) mounted on lighthouses and blocks of flats along the coast. The data are used to determine the routes and directions taken by the individual bats. The extension of this network to offshore wind farms could provide more data about how bats behave in the vicinity of a wind turbine.

In addition, there is also uncertainty regarding the most appropriate monitoring methods for bat species. Evidence gaps include:

● The most appropriate survey methods for bats offshore (e.g. acoustic surveys or tracking); https://www.noordzeeloket.nl/publish/pages/184354/methods\_for\_assessing\_fatality\_risk\_of\_bats\_at\_offshore\_wind\_turbines.pdf

Standardisation of bat offshore survey methods; and

● Methods for assessing population level effects upon bat species.

● Brabant et al. (2020) present the results of monitoring from bat detectors placed on the nacelle (93m) and transition piece (16m) of turbines

offshore wind farm in the Belgian North Sea. Does the evidence suggest that including bat detectors within OWF installations may improve the evidence base?

Useful reading and links: ● Offshore Energy SEA 4: OESEA4 Appendix 1: Bats (publishing.service.gov.uk) ● Nathusius' pipistrelle - Home Page ● National Nathusius' Pipistrelle Project - Explore NBMP Surveys - Bat Conservation Trust (bats.org.uk) ● Dutch Stop Offshore Wind Turbines to Protect Migratory Birds in 'International First' | Offshore Wind ● Marine birds: vision-based wind turbine collision mitigation - NECR432 (naturalengland.org.uk) ● ‘Olympian’ bat smashes British record for long distance migration - News - Bat Conservation Trust ● Reports on bats - Noordzeeloket UK

*Task 1: Literature review (desk-based)*

The contractor will undertake an evidence review of the available reports, scientific publications and other relevant literature. The literature / evidence review will include an assessment of:

● Bat migration to the UK from Europe, and from England to Ireland, Wales and Ilse of Mann;

● Assess collision risk for bat spp. from offshore wind infrastructure (including consideration of species flight heights and avoidance behaviour);

● Assessment of potential impact pathways including but not limited to disturbance, displacement, collision risk or barrier effects or other possible impacts upon bat populations and migration;

● Identify lessons learnt from terrestrial evidence, reports and case studies – consideration of applicability to offshore environments.

● Identify lessons learnt internationally in relation to project design and mitigation of impacts to bats from Offshore Wind

*Task 2: Evidence Review*

A number of bird observatories on headlands record bats as well as birds. Explore whether existing data sets for bats could be collated and used to inform an assessment of bat migration (species and locations).

A number of ringing and tracking studies in relation to bat migration have been completed. Explore whether existing data sets for bats could be collated and used to inform an assessment of bat migration (species and locations).

*Task 3: Engagement with projects*

Engage with WOZEP, National Nathusius' Pipistrelle Project and other relevant projects identified during the literature review to identify and present data that is currently available, and present examples of international lessons learnt and best practice in relation to bats and Offshore Wind Farm development. Engage with relevant academics, such as Professor Fiona Matthews (Exeter University).

The review should explore the applicability of whether international examples of mitigation measures for bat species, such as offshore wind farm ‘curtailment’ (temporary shut-downs) would be appropriate for English offshore wind farms.

*Task 4: Production of a report*

The contractor will produce a report detailing the outcome of the evidence and literature review, including engagement with projects. The findings will be presented in a final report. The report should address each of the evidence gaps identified above, identify species of concern, impact pressure pathways and possible mitigation measures, with recommendations for next steps.

**Payment**

The Authority will raise purchase orders to cover the cost of the services and will issue to the awarded supplier following contract award.

The Authority’s preference is for all invoices to be sent electronically, quoting a valid Purchase Order number. Invoice on completion of final report.

It is anticipated that this contract will be awarded for a period of 6 months to end no later than 04/03/2024. Prices will remain fixed for the duration of the contract award period. We may at our sole discretion extend this contract to include related or further work. Any extension shall be agreed in writing in advance of any work commencing and may be subject to further competition.

**Evaluation Methodology**

We will award this contract in line with the most economically advantageous tender (MEAT) as set out in the following award criteria:

Technical – 60%

Commercial – 40%

Evaluation criteria

Evaluation weightings are 60% technical and 40% commercial, the winning tenderer will be the highest scoring combined score.

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| --- | --- | --- | --- | --- |
| Award Criteria | Weighting (%) | Evaluation Topic & Weighting | Sub-Criteria | Weighted Question |
| Technical | 60% | Service / Product Proposal | Methodology | Q1 |
| Key personnel | Q2 |
| Quality Assurance measures | Q3 |
| Previous relevant project experience | Q4 |
|  |  |
| Commercial | 40% | Whole life cost of the proposed Contract | Commercial Model |  |

**Technical (60%)**

Technical evaluations will be based on responses to specific questions covering key criteria which are outlined below. Sco res for questions will be based on the following:

|  |  |  |
| --- | --- | --- |
| Description | Score | Definition |
| Very good | 100 | Addresses all the Authority’s requirements with all the relevant supporting information set out in the RFQ. There are no weaknesses and therefore the tender response gives the Authority complete confidence that all the requirements will be met to a high standard. |
| Good | 70 | Addresses all the Authority’s requirements with all the relevant supporting information set out in the RFQ. The response contains minor weaknesses and therefore the tender response gives the Authority confidence that all the requirements will be met to a good standard. |
| Moderate | 50 | Addresses most of the requirements with most of the relevant supporting information set out in the RFQ. The response contains moderate weaknesses and therefore the tender response gives the Authority confidence that most of the requirements will be met to a suitable standard. |
| Weak | 20 | Substantially addresses the requirements but not all and provides supporting information that is of limited or no relevance or a methodology containing significant weaknesses and therefore raises concerns for the Authority that the requirements may not all be met. |
| Unacceptable | 0 | No response or provides a response that gives the Authority no confidence that the requirement will be met. |

Technical evaluation is assessed using the evaluation topics and sub-criteria stated in the Evaluation Criteria section above.

Separate submissions for each technical question should be provided and will be evaluated in isolation. Tenderers should provide answers that meet the criteria of each technical question.

|  |  |
| --- | --- |
| Methodology | Detailed Evaluation Criteria |
| Q1 Provide details of the methodology and approaches proposed to deliver the requirements of this project. | Your response should:  1) Demonstrate a clear understanding of the nature of the requirements.  2) Be a clear, practical, achievable, and cost-effective methodology to deliver these requirements.  3) Have information in sufficient detail to allow a full appraisal of the suitability of the approach to deliver for the project. |

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| **Key Personnel** | Detailed Evaluation Criteria |
| **Q2** | Your response should: 1: Demonstrate experience of key personnel 2: Indicate proportion of input to the project of each member of personnel 3: Identify who will have QA sign off responsibilities |

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| **Quality Assurance** | Detailed Evaluation Criteria |
| **Q3** | Your response should: 1: Demonstrate QA/QC procedures. 2: Outline experience of providing high quality peer reviewed publications |

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| --- | --- |
| **Relevant experience** | Detailed Evaluation Criteria |
| **Q4** | Your Response should: Document relevant experience |

**Commercial (40%)**

The Contract is to be awarded as a 'fixed price' which will be paid according to the completion of the deliverables stated in the Specification of Requirements.

Suppliers are required to submit a total cost to provide the deliverables stated in the Specification of Requirements. In addition to this the Commercial Response template must be completed to provide a breakdown of the whole life costs against each deliverable' used in the delivery of this requirement.

Calculation Method

The method for calculating the weighted scores is as follows:

Commercial

Score = (Lowest Quotation Price / Supplier’s Quotation Price ) x 40% (Maximum available marks)

Technical

Score = (Bidder’s Total Technical Score / Highest Technical Score) x 60% (Maximum available marks)

The total score (weighted) (TWS) is then calculated by adding the total weighted commercial score (WC) to the total weighted technical score (WT): WC + WT = TWS.

**Information to be returned**

Please note, the following information requested must be provided. Incomplete tender submissions may be discounted.

Please complete and return the following information:

completed Commercial Response template

separate response submission for each technical question (in accordance with the response instructions)

completed Mandatory Requirements (Annex 1)

completed Acceptance of Terms and Conditions (Annex 2)

**Award**

Once the evaluation of the Response(s) is complete all suppliers will be notified of the outcome via email. The successful supplier will be issued the contract, incorporating their Response, for signature. The Authority will then counter sign'

**Annex 1 Mandatory Requirements**

**Part 1 Potential Supplier Information**

Please answer the following self-declaration questions in full and include this Annex in your quotation response.

**Part 1.1 Potential Supplier Information:**

|  |  |  |
| --- | --- | --- |
| Question no. | Question | Response |
| 1.1(a) | Full name of the potential supplier submitting the information |  |
| 1.1(b) | Registered office address (if applicable) |  |
| 1.1(c) | Company registration number (if applicable) |  |
| 1.1(d) | Charity registration number (if applicable) |  |
| 1.1(e) | Head office DUNS number (if applicable) |  |
| 1.1(f) | Registered VAT number |  |
| 1.1(g) | Are you a Small, Medium or Micro Enterprise (SME)? | (Yes / No) |

Note: See EU definition of SME <https://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition_en>

**Part 1.2 Contact details and declaration**

By submitting a quotation to this RFQ I declare that to the best of my knowledge the answers submitted and information contained in this document are correct and accurate.

I declare that, upon request and without delay you will provide the certificates or documentary evidence referred to in this document.

I understand that the information will be used in the selection process to assess my organisation’s suitability to be invited to participate further in this procurement.

I understand that the authority may reject this submission in its entirety if there is a failure to answer all the relevant questions fully, or if false/misleading information or content is provided in any section.

I am aware of the consequences of serious misrepresentation.

|  |  |  |
| --- | --- | --- |
| Question no. | Question | Response |
| 1.2(a) | Contact name |  |
| 1.2(b) | Name of organisation |  |
| 1.2(c) | Role in organisation |  |
| 1.2(d) | Phone number |  |
| 1.2(e) | E-mail address |  |
| 1.2(f) | Postal address |  |
| 1.2(g) | Signature (electronic is acceptable) |  |
| 1.2(h) | Date |  |

**Part 2 Exclusion Grounds**

**Part 2.1 Grounds for mandatory exclusion**

|  |  |  |
| --- | --- | --- |
| Question no. | Question | Response |
| 2.1(a) | Please indicate if, within the past five years you, your organisation or any other person who has powers of representation, decision or control in the organisation been convicted anywhere in the world of any of the offences within the summary below. | |
|  | Participation in a criminal organisation. | (Yes / No)  If yes please provide details at 2.1 (b) |
|  | Corruption. | ((Yes / No)  If yes please provide details at 2.1 (b) |
|  | Fraud. | (Yes / No)  If yes please provide details at 2.1 (b) |
|  | Terrorist offences or offences linked to terrorist activities | (Yes / No)  If yes please provide details at 2.1 (b) |
|  | Money laundering or terrorist financing | (Yes / No)  If yes please provide details at 2.1 (b) |
|  | Child labour and other forms of trafficking in human beings | (Yes / No)  If yes please provide details at 2.1 (b) |
| 2.1(b) | If you have answered yes to question 2.1(a), please provide further details.  Date of conviction, specify which of the grounds listed the conviction was for, and the reasons for conviction.  Identity of who has been convicted  If the relevant documentation is available electronically please provide the web address, issuing authority, precise reference of the documents. |  |
| 2.1 (c) | If you have answered Yes to any of the points above have measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (i.e. Self-Cleaning) | (Yes / No) |
| 2.1(d) | Has it been established, for your organisation by a judicial or administrative decision having final and binding effect in accordance with the legal provisions of any part of the United Kingdom or the legal provisions of the country in which the organisation is established (if outside the UK), that the organisation is in breach of obligations related to the payment of tax or social security contributions? | (Yes / No) |
| 2.1(e) | If you have answered yes to question 2.3(a), please provide further details. Please also confirm you have paid or have entered into a binding arrangement with a view to paying, the outstanding sum including where applicable any accrued interest and/or fines. |  |

**Part 2.2 Grounds for discretionary exclusion**

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| --- | --- | --- |
| Question no. | Question | Response |
| 2.2(a) | The detailed grounds for discretionary exclusion of an organisation are set out on this [webpage](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf), which should be referred to before completing these questions.  Please indicate if, within the past three years, anywhere in the world any of the following situations have applied to you, your organisation or any other person who has powers of representation, decision or control in the organisation | |
| 2.2(b) | Breach of environmental obligations? | (Yes / No)  If yes please provide details at 2.2 (f) |
| 2.2(c) | Breach of social obligations? | (Yes / No)  If yes please provide details at 2.2 (f) |
| 2.2(d) | Breach of labour law obligations? | (Yes / No)  If yes please provide details at 2.2 (f) |
| 2.2(e) | Shown significant or persistent deficiencies in the performance of a substantive requirement under a prior public contract, a prior contract with a contracting entity, or a prior concession contract, which led to early termination of that prior contract, damages or other comparable sanctions? | (Yes / No)  If yes please provide details at 2.2 (f) |
| 2.2 (f) | If you have answered Yes to any of the above, explain what measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self Cleaning) |  |

**Annex 2 Acceptance of Terms and Conditions**

I/We accept in full the terms and conditions appended to this Request for Quote document.

Company \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_