

**COLOUR LEGEND**

Response Optional
Response Mandatory
Ignored During Import
Questionnaire Information

Currency:GBP

**1 Qualification Envelope****1.1 Part 1 General Information**

	Note	Note Details			
1.1.1	Guidance	Please note: A criminal record check for relevant convictions may be undertaken for the preferred supplier and all relevant persons and entities.  Guidance: It is important to ensure that you provide the correct details for the bidding entity. Compliance checks are completed on the details you provide. The company registration number (if registered), DUNS number and VAT number (if applicable) should all be for the bidding entity (the same organisation). If you are registered with companies house, please ensure that the details within D&B and <a href="https://www.gov.uk/check-uk-vat-number">https://www.gov.uk/check-uk-vat-number</a> align with the registered name, registered address and company registration number.			
	Question	Description	Response Type	Response Guide	Response
1.1.2	1.1.2	Name (if registered, please give the registered name)	Text	Enter plain text	
1.1.3	1.1.3	What trading name(s) will be used if successful in this competition?	Text	Enter plain text	
1.1.4	1.1.4	Registered address (if applicable) or head office address	Text	Enter plain text	
1.1.5	1.1.5	Registered website address (if applicable)	Text	Enter plain text	
1.1.6	1.1.6	Trading status a) public limited company b) private limited company c) limited liability partnership d) other partnership e) sole trader f) third sector g) other (please specify your trading status)	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.1.7	1.1.7	If you chose 'Other' for the previous question give details	Text	Enter plain text	
1.1.8	1.1.8	Date of registration (if applicable) or date of formation	Date	Enter a valid Date	
1.1.9	1.1.9	Registration number (company, partnership, charity, etc - if applicable)	Text	Enter plain text	
1.1.10	1.1.10	DUNS number (of head office, if applicable)	Text	Enter plain text	
1.1.11	1.1.11	Registered VAT number  Guidance: <a href="https://www.gov.uk/register-for-vat">https://www.gov.uk/register-for-vat</a>	Text	Enter plain text	
1.1.12	1.1.12	Please indicate which of the following VAT codes apply to your organisation: a) UK Company - VAT Registered in the UK b) Non-EU Company - Not VAT Registered in the UK c) EU Company - VAT Registered in the UK d) NI Company - VAT Registered in the UK e) Non-EU Company - VAT Registered in the UK f) EU Company - Not VAT Registered in the UK g) UK Company - Not VAT Registered	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.1.13	1.1.13	Are you registered with the appropriate professional or trade register(s) specified for this procurement and as set out in the procurement documents in the member state where your organisation is established?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

**1.2 Part 1 Professional or Trade Registers Details** Responses to this Section will be considered only if:1.1.13 = Yes

	Question	Description	Response Type	Response Guide	Response
1.2.1	1.2.1	What is the name of the register?	Text	Enter plain text	
1.2.2	1.2.2	What is your registration number(s)?	Text	Enter plain text	
1.2.3	1.2.3	If evidence of registration is available electronically, please give the website address, issuing body and reference number?	Text	Enter plain text	

**1.3 Part 1 Authorisation or Organisation Legal Requirement**

	Question	Description	Response Type	Response Guide	Response
1.3.1	1.3.1	For procurements for services only, is it a legal requirement in the country where you are established for you to:  a) possess a particular authorisation, or b) be a member of a particular organisation,  to provide the requirements specified in this procurement?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

**1.4 Part 1 Authorisation or Organisation Legal Requirement** Responses to this Section will be considered only if:1.3.1 = Yes

	Question	Description	Response Type	Response Guide	Response
1.4.1	1.4.1	Please provide additional details of what is required	Text	Enter plain text	

1.4.2	1.4.2	Please provide confirmation that you complied with what is required	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.4.3	1.4.3	If evidence of compliance is available electronically, please give the website address, issuing body and reference number	Text	Enter plain text	

1.5 Part 1 Your General Information continued					
Question	Description	Response Type	Response Guide	Response	
1.5.1	1.5.1	Relevant classifications (state whether you fall within one of these, and if so which one):  a) Voluntary Community Social Enterprise (VCSE) b) Sheltered Workshop c) Public service mutual	Multi Choice Option List	Mark the applicable Options as "Option Selected"	Voluntary Community Social Enterprise (VCSE) Sheltered Workshop Public Service Mutual None of these
1.5.2	1.5.2	Are you a Small, Medium or Micro Enterprise (SME)?  See EC definition of SME <a href="https://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition_en">https://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition_en</a>	Yes/No Value	Select the applicable response from the drop down menu on the bottom right of the response box	
1.5.3	1.5.3	Do you have People of Significant Control (PSC)?  UK companies, Societates European (SEs) and limited liability partnerships (LLPs) are required to identify and record the people who own or control their company. Companies, SEs and LLPs are required to keep a PSC register, and must file the PSC information with the central public register at Companies House. See PSC guidance <a href="https://www.gov.uk/government/publications/guidance-to-the-people-with-significant-control-requirements-for-companies-and-limited-liability-partnerships">https://www.gov.uk/government/publications/guidance-to-the-people-with-significant-control-requirements-for-companies-and-limited-liability-partnerships</a> . Overseas bidders are required to provide equivalent information.  Only information that relates to the persons with powers of representation, decision or control within the meaning of regulation 57(2) can be considered in relation to the mandatory exclusion grounds and other details are requested for information only.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.6 Part 1 PSC details			Responses to this Section will be considered only if: 1.5.3 = Yes		
Question	Description	Response Type	Response Guide	Response	
1.6.1	1.6.1	Details of Persons with Significant Control (PSC), where appropriate:  - Name - Date of birth - Nationality - Country, state or part of the UK where the PSC usually lives - Service address - The date they became a PSC in relation to the company ; - Which conditions for being a PSC are met: - Over 25% up to (and including) 50% - More than 50% and less than 75% - 75% or more	Text	Enter plain text	
1.6.2	1.6.2	Details of Persons with Significant Control (PSC), where appropriate:  - Name - Date of birth - Nationality - Country, state or part of the UK where the PSC usually lives - Service address - The date they became a PSC in relation to the company ; - Which conditions for being a PSC are met: - Over 25% up to (and including) 50% - More than 50% and less than 75% - 75% or more	Text	Enter plain text	
1.6.3	1.6.3	Details of Persons with Significant Control (PSC), where appropriate:  - Name - Date of birth - Nationality - Country, state or part of the UK where the PSC usually lives - Service address - The date they became a PSC in relation to the company ; - Which conditions for being a PSC are met: - Over 25% up to (and including) 50% - More than 50% and less than 75% - 75% or more	Text	Enter plain text	

1.6.4	1.6.4	Details of Persons with Significant Control (PSC), where appropriate:  <ul style="list-style-type: none"> <li>- Name</li> <li>- Date of birth</li> <li>- Nationality</li> <li>- Country, state or part of the UK where the PSC usually lives</li> <li>- Service address</li> <li>- The date they became a PSC in relation to the company ;</li> <li>- Which conditions for being a PSC are met:</li> <li>- Over 25% up to (and including) 50%</li> <li>- More than 50% and less than 75%</li> <li>- 75% or more</li> </ul>	Text	Enter plain text	
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1.7 Part 1 General Information continued					
Question	Description	Response Type	Response Guide	Response	
1.7.1	1.7.1	Do you have an immediate parent company?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.8 Part 1 Immediate Parent Company Details			Responses to this Section will be considered only if:1.7.1 = Yes		
	Note	Note Details			
1.8.1	Guidance	What are the details of your immediate parent company			
	Question	Description	Response Type	Response Guide	Response
1.8.2	1.8.2	Full name of immediate parent company	Text	Enter plain text	
1.8.3	1.8.3	Registered or head office address	Text	Enter plain text	
1.8.4	1.8.4	Registration number (if applicable)	Text	Enter plain text	
1.8.5	1.8.5	DUNS number (of head office, if applicable)	Text	Enter plain text	
1.8.6	1.8.6	VAT number (if applicable)	Text	Enter plain text	

1.9 Part 1 General Information continued					
Question	Description	Response Type	Response Guide	Response	
1.9.1	1.9.1	Do you have an ultimate parent company?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.10		Part 1 Ultimate Parent Company Details		Responses to this Section will be considered only if:1.9.1 = Yes		
	Note	Note Details				
1.10.1	Guidance	What are the details of your ultimate parent company				
	Question	Description	Response Type	Response Guide	Response	
1.10.2	1.10.2	Full name of ultimate parent company	Text	Enter plain text		
1.10.3	1.10.3	Registered or head office address	Text	Enter plain text		
1.10.4	1.10.4	Registration number (if applicable)	Text	Enter plain text		
1.10.5	1.10.5	DUNS number (of head office, if applicable)	Text	Enter plain text		
1.10.6	1.10.6	VAT number (if applicable)	Text	Enter plain text		

1.11 Part 1 General Information continued					
Question	Description	Response Type	Response Guide	Response	
1.11.1	1.11.1	Are you bidding as a single supplier or as part of a group or consortium?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.12	Part 1 Group or Consortium Details		Responses to this Section will be considered only if:1.11.1 = Part of a group or consortium		
	Note	Note Details			
1.12.1	Guidance	If you are a consortium, the lead member must ensure that each member completes Attachment 4a - Information and Declarations_Consortium. The lead member must attach the completed 'information and declaration' workbook as received from each member.			
	Question	Description	Response Type	Response Guide	Response
1.12.2	1.12.2	Tell us the name of the consortium?	Text	Enter plain text	
1.12.3	1.12.3	Tell us the proposed structure of the group/consortium, including the legal structure where applicable and if you intend to form a specific legal entity of Special Purpose Vehicle prior to award.	Text	Enter plain text	
1.12.4	1.12.4	Tell us the name of the lead member in the group/consortium.	Text	Enter plain text	
1.12.5	1.12.5	Tell us your role in the group/consortium (e.g. lead member / consortium member).	Text	Enter plain text	
1.12.6	1.12.6	<p>Complete attachment 6 Consortia Details with the following details for each member and attach to this question</p> <ul style="list-style-type: none"><li>• Name (registered name if registered)</li><li>• Office address (registered address if registered)</li><li>• Registration number if applicable</li><li>• Contact Name</li><li>• Contact Phone Number</li><li>• Contact email (Organisation mailbox)</li><li>• DUNS number (of head office, if applicable)</li><li>• VAT number</li><li>• SME?</li><li>• Role the member will play in the delivery</li><li>• Member's % share of total contract value.</li><li>• Information and declaration workbook?</li></ul> <p>Please name the file [consortia_insertyourcompanyname]</p>	Attachment	The applicable attachment must be uploaded	

1.12.7	1.12.7	Please attach a zip file containing a completed Attachment 4a - information and declarations_Consortium, without amendment, for every consortium member other than you  The zip file must be named [1.12.7_yourorganisationname]	Attachment	The applicable attachment must be uploaded	
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1.13 Part 1 General Information continued					
Question	Description	Response Type	Response Guide	Response	
1.13.1	1.13.1	Do you intend to use key subcontractors to help you deliver the requirements?  A Key Subcontractor is any Subcontractor: - which is relied upon to deliver any work package within the Deliverables in their entirety; and/or - which performs a critical role in the provision of all or any part of the Deliverables; and/or - with a Sub-Contract with a contract value which at the time of appointment would exceed if appointed 10% of the aggregate Charges forecast to be payable under any subsequent Call-Off Contract	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.14 Part 1 Subcontractor Details			Responses to this Section will be considered only if:1.13.1 = Yes		
Question	Description	Response Type	Response Guide	Response	
1.14.1	1.14.1	Please complete attachment 7 with the following details for each key subcontractor:  <ul style="list-style-type: none"> <li>Name</li> <li>Registration number if applicable</li> <li>Registered or head office address</li> <li>Trading status <ul style="list-style-type: none"> <li>a) public limited company</li> <li>b) private limited company</li> <li>c) limited liability partnership</li> <li>d) other partnership</li> <li>e) sole trader</li> <li>f) third sector</li> <li>g) other (please specify your trading status)</li> </ul> </li> <li>DUNS number (of head office, if applicable)</li> <li>Registered VAT number</li> <li>SME?</li> <li>The role each subcontractor will take in providing the works and/or supplies e.g key deliverables</li> <li>The approximate % of contractual obligations assigned to each subcontractor</li> <li>Is the subcontractor being relied upon to meet the selection criteria (i.e. are you relying on the subcontractor for economic and technical standing and/or technical and professional ability?)</li> <li>If you are relying on this key subcontractor to meet the selection criteria, information and declaration workbook</li> </ul>	Attachment	The applicable attachment must be uploaded	
	Note	Note Details			
1.14.2	Guidance	You must ensure that each key subcontractor you are relying on to meet the selection criteria, completes Attachment 4b - Information and Declarations_Key Subcontractor_Guarantor.			
Question	Description	Response Type	Response Guide	Response	
1.14.3	1.14.3	Please attach a zip file containing a completed 'information and declaration' workbook without amendment for every key subcontractor you are relying on to meet the selection criteria?  [Applicable only to procurements at high risk of modern slavery - Please attach a completed Attachment 4b - Information and Declarations_Key Subcontractor_Guarantor for ALL Key Subcontractors.]  Please name the file [1.14.3_insertyourcompany name]	Attachment	The applicable attachment must be uploaded	

1.15 Part 1 General Information continued																							
	Question	Description	Response Type	Response Guide	Response																		
1.15.1	1.15.1	Please tell us which lot(s) you wish to bid for	Multi Choice Option List	Mark the applicable Options as "Option Selected"	<table><tr><td>Lot 1A Linen Hire with Standard Wash Linen and Laundry Services</td><td></td></tr><tr><td>Lot 1B Specialist Laundry Services (Theatre Packs)</td><td></td></tr><tr><td>Lot 1C Standard Wash Linen and Laundry Services and Theatre Packs</td><td></td></tr><tr><td>Lot 1D Specialist Cleanroom Laundry Services</td><td></td></tr><tr><td>Lot 2A General Cleaning Services and Pest Control</td><td></td></tr><tr><td>Lot 2B Ambulance Cleaning Services</td><td></td></tr><tr><td>Lot 3A Non-Hazardous Clinical Waste</td><td></td></tr><tr><td>Lot 3B Hazardous Clinical Waste</td><td></td></tr><tr><td>Lot 3C Hazardous and Non-Hazardous General Waste</td><td></td></tr></table>	Lot 1A Linen Hire with Standard Wash Linen and Laundry Services		Lot 1B Specialist Laundry Services (Theatre Packs)		Lot 1C Standard Wash Linen and Laundry Services and Theatre Packs		Lot 1D Specialist Cleanroom Laundry Services		Lot 2A General Cleaning Services and Pest Control		Lot 2B Ambulance Cleaning Services		Lot 3A Non-Hazardous Clinical Waste		Lot 3B Hazardous Clinical Waste		Lot 3C Hazardous and Non-Hazardous General Waste	
Lot 1A Linen Hire with Standard Wash Linen and Laundry Services																							
Lot 1B Specialist Laundry Services (Theatre Packs)																							
Lot 1C Standard Wash Linen and Laundry Services and Theatre Packs																							
Lot 1D Specialist Cleanroom Laundry Services																							
Lot 2A General Cleaning Services and Pest Control																							
Lot 2B Ambulance Cleaning Services																							
Lot 3A Non-Hazardous Clinical Waste																							
Lot 3B Hazardous Clinical Waste																							
Lot 3C Hazardous and Non-Hazardous General Waste																							

					Lot 3D Recyclable General Waste	
					Lot 3E Confidential Waste	
					Lot 3F Feminine Hygiene Waste	
					Lot 3G Total Waste Management	
					Lot 4A Patient Catering	
					Lot 4B Retail Catering and Hospitality Services including 24 Hour Catering Service	
					Lot 5 Bundled Soft FM	

1.16 Part 2 Exclusion Grounds - Grounds for mandatory exclusion					
Note	Note Details				
1.16.1 Evaluation guidance	<p>Within the past five years, anywhere in the world, have you or any person who</p> <ul style="list-style-type: none"> <li>is a member of the supplier's administrative, management or supervisory body; or</li> <li>has powers of representation, decision or control in the supplier been convicted of any of the offences within the summary below and listed in full on the webpage?</li> </ul> <p><a href="https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf">https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf</a></p>				
Question	Description	Response Type	Response Guide	Response	
1.16.2	1.16.2 Participation in a criminal organisation	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box		
1.16.3	1.16.3 Corruption	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box		
1.16.4	1.16.4 Terrorist offences or offences linked to terrorist activities	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box		
1.16.5	1.16.5 Money laundering or terrorist financing	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box		
1.16.6	1.16.6 Child labour and other forms of trafficking in human beings	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box		
1.16.7	1.16.7 Any other offence within the meaning of Article 57(1) of the Directive as defined by the law of any jurisdiction outside England, Wales or Northern Ireland.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box		
1.16.8	1.16.8 Any other offence within the meaning of Article 57(1) of the Directive created after 26th February 2015 in England, Wales or Northern Ireland.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box		
1.16.9	1.16.9 If you have selected Yes to any of the questions above (1.16.2 - 1.16.8) please select yes here.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box		

1.17	Part 2 Grounds for mandatory exclusion		Responses to this Section will be considered only if:1.16.9 = Yes		
	Note	Note Details			
1.17.1	Evaluation guidance	<p>Self-cleaning evaluation guidance</p> <p>If you declare any convictions you must demonstrate to our satisfaction that you have taken effective remedial action. In order for the evidence provided to be sufficient it must, as a minimum, prove that you have 'self-cleaned' as follows:</p> <ul style="list-style-type: none"><li>● paid or undertaken to pay compensation in respect of any damage caused by the criminal offence or misconduct;</li><li>● clarified the facts and circumstances in a comprehensive manner by actively collaborating with the investigating authorities; and</li><li>● taken concrete technical, organisational and personnel measures that are appropriate to prevent further criminal offences or misconduct.</li></ul> <p>The actions agreed on deferred prosecution agreements (DPAs) may be submitted as evidence of self-cleaning and evaluated by us as described below.</p> <p>The measures taken will be evaluated, taking into account the gravity and particular circumstances of the criminal offence or misconduct. If we consider such evidence as sufficient, you will continue in the procurement process. Our decision will be final.</p> <p>If you cannot provide evidence of 'self-cleaning' that is acceptable to us, we will exclude the submitted bid from the competition. We will tell the bidder if they are excluded and say why.</p>			
	Question	Description	Response Type	Response Guide	Response
1.17.2	1.17.2	If you have answered YES to any of the questions on mandatory exclusion grounds please provide further details, including; - date of conviction and the jurisdiction - which of the grounds listed the conviction was for - the reasons for conviction - the identity of who has been convicted	Attachment	The applicable attachment must be uploaded	
1.17.3	1.17.3	If the relevant documentation is available electronically please provide: - the web address - issuing authority - precise reference of the documents	Text	Enter plain text	
1.17.4	1.17.4	If you have answered YES to any part of the questions on mandatory exclusion grounds please explain what measures have been taken to demonstrate your reliability despite the existence of relevant grounds for exclusion (Self cleaning)	Text	Enter plain text	

1.18 Part 2 Exclusion Grounds - Taxes and social security contributions.		
Note	Note Details	

1.18.1	Evaluation guidance	<p>The detailed grounds for mandatory and discretionary exclusion of a supplier for non-payment of taxes and social security contributions, are set out on this webpage, and should be referred to before completing these questions.</p> <p><a href="https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf">https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf</a></p> <p>Please Note: We reserve our right to use our discretion to exclude your bid where we can demonstrate by any appropriate means that you are in breach of your obligations relating to the payment of taxes or social security contributions or where we are not satisfied with your self-cleaning response.</p>			
	Question	Description	Response Type	Response Guide	Response
1.18.2	1.18.2	Please confirm that you have met all your obligations relating to the payment of taxes and social security contributions, both in the country in which you are established and in the UK.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.19	Part 2 Exclusion Grounds - Taxes and social security		Responses to this Section will be considered only if: 1.18.2 = No		
	Question	Description	Response Type	Response Guide	Response
1.19.1	1.19.1	<p>If you have answered NO to question 1.18.2 please provide further details including the following-</p> <ul style="list-style-type: none"> <li>- Country concerned,</li> <li>- the amount concerned,</li> <li>- how the breach was established, i.e. through a judicial or administrative decision or by other means,</li> <li>- if the breach has been established through a judicial or administrative decision please provide the date of the decision,</li> <li>- if the breach has been established by other means please specify the means.</li> </ul>	Attachment	The applicable attachment must be uploaded	
1.19.2	1.19.2	<p>If documentation is available electronically please provide-</p> <ul style="list-style-type: none"> <li>-the web address,</li> <li>-issuing authority,</li> <li>-precise reference of the documents.</li> </ul>	Text	Enter plain text	
1.19.3	1.19.3	<p>If you have answered NO to question 1.18.2 please also confirm whether 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.</p>	Text	Enter plain text	

1.20	Part 2 Exclusion Grounds - Grounds for discretionary exclusion				
	Note	Note Details			
1.20.1	Evaluation guidance	The detailed grounds for discretionary exclusion of an organisation are set out on this webpage, and should be referred to before completing these questions			
		We reserve the right to disqualify you from this competition if we are not satisfied with your self-cleaning response.			
		<a href="https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf">https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf</a>			
		Within the past three years, anywhere in the world, have any of the situations summarised below and listed in full on the webpage applied to you?			
	Question	Description	Response Type	Response Guide	Response
1.20.2	1.20.2	Breach of environmental law obligations?  To note that environmental law obligations include Health and Safety obligations. See webpage <a href="https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf">https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf</a>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.20.3	1.20.3	Breach of social law obligations?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.20.4	1.20.4	Breach of labour law obligations?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.20.5	1.20.5	Bankruptcy or subject of insolvency?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.20.6	1.20.6	Guilty of grave professional misconduct?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.20.7	1.20.7	Distortion of competition?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.20.8	1.20.8	Conflict of interest?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.20.9	1.20.9	Been involved in the preparation of the procurement procedure?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.20.10	1.20.10	Prior performance issues?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.20.11	1.20.11	Does this statement apply to you? • You have been guilty of serious misrepresentation in supplying the information required for the verification of the absence of grounds for exclusion or the fulfilment of the selection criteria?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.20.12	1.20.12	Does this statement apply to you? • You have withheld such information.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.20.13	1.20.13	Does this statement apply to you? • You are not able, without delay, to submit supporting documents if/when required.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.20.14	1.20.14	Does this statement apply to you? • You have undertaken to unduly influence the decision-making process of the contracting authority to obtain confidential information that may confer upon you undue advantages in the procurement procedure, or to negligently provide misleading information that may have a material influence on decisions concerning exclusion, selection or award.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.20.15	1.20.15	If you have selected Yes to any of the questions above (1.20.2 - 1.20.14) please select yes here.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.21	Part 2 Grounds for discretionary exclusion		Responses to this Section will be considered only if:1.20.15 = Yes		
	Question	Description	Response Type	Response Guide	Response
1.21.1	1.21.1	If you have answered YES to any of the questions relating to grounds for discretionary exclusion please explain what measures have been taken to demonstrate your reliability despite the existence of a relevant ground for exclusion? (Self cleaning).	Text	Enter plain text	

1.22	Part 2 Exclusion Grounds - Grounds for discretionary exclusion - Modern Slavery				
	Question	Description	Response Type	Response Guide	Response
1.22.1	1.22.1	Are you a relevant commercial organisation subject to Section 54 of the Modern Slavery Act 2015 if you carry on your business, or part of your business in the UK, supplying goods or services and you have an annual turnover of at least £36 million?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.23	Part 2 Exclusion Grounds - Modern Slavery		Responses to this Section will be considered only if:1.22.1 = Yes		
	Question	Description	Response Type	Response Guide	Response
1.23.1	1.23.1	Please confirm: • you have published a statement as required by Section 54 of the Modern Slavery Act • that the statement complies with the requirements of Section 54 and any guidance issued under S54.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.24	Part 2 Not Compliant with annual reporting requirements		Responses to this Section will be considered only if:1.23.1 = No		
	Question	Description	Response Type	Response Guide	Response
1.24.1	1.24.1	Please explain what measures have been taken to demonstrate your reliability despite the existence of a relevant ground for exclusion? (Self cleaning).	Text	Enter plain text	

1.25	Part 3 Financial Risk				
	Note	Note Details			
1.25.1	Gold Evaluation	<p>Evaluation guidance</p> <p>Please read Attachment 5 - Financial Viability Risk Assessment Guidance, and Attachment 5a - Financial Viability Risk Assessment Tool "Bidder Instructions" tab, before completing Attachment 5a Gold FVRA Tool (Lots 1-4 excluding 3g) and/or Attachment 5b Gold FVRA Tool (Lots 5 &amp; 3g).</p> <p>Please note, in addition to the published accounts you are required to provide, you may include more recent draft accounts if you wish. This is not mandatory and it is at your discretion to provide this information if you choose to.</p> <p>The financial risk assessment will be evaluated PASS / FAIL.</p> <p>Bidders and consortium members who pass the assessment to the satisfaction of CCS will achieve a pass. If a Bidder, or any member of a consortium (if applicable) does not pass the assessment to the satisfaction of CCS, the Bidder, or consortium (if applicable) will fail and their bid will be excluded from the competition.</p> <p>If the outcome of the assessment is 'acceptable with mitigating actions' we may offer you the opportunity to nominate a Guarantor. We will undertake a Financial Viability Risk Assessment on your nominated Guarantor. However, please note there is no option to nominate a guarantor as part of your bid.</p>			
	Question	Description	Response Type	Response Guide	Response

1.25.2	Lead Bidder	<p>Please upload to this question your zip folder named "EFS_ your organisation name"</p> <p>The zip folder should contain:</p> <ol style="list-style-type: none"> <li>1. Completed Attachment 5a and/or 5b including all required information for the Lead Bidder, Parent Company and Ultimate Parent Company. Please name the file "Your organisation name (Lead Bidder) - FVRA"</li> <li>2. Lead Bidder's published accounts for the last 3 years. Please name the file "Account period - organisation name (LB) - Published Accounts".</li> <li>3. Parent company's published accounts for the last 3 years (if you have a parent company). Please name the file "Account period - organisation name (PC) - Published Accounts".</li> <li>4. Ultimate Parent company's published accounts for the last 3 years (if you have an ultimate parent company). Please name the file "Account period - organisation name (UPC) - Published Accounts".</li> <li>5. Responses to Attachment 5a and/or 5b paragraph 10 (if applicable). Please name the file "Organisation name (LB) - Paragraph 10".</li> </ol>	Attachment	The applicable attachment must be uploaded	
1.25.3	Consortium	<p>Please upload to this question your zip folder named "CMEFS_ your organisation name"</p> <p>The zip folder should contain, for each consortium member:</p> <ol style="list-style-type: none"> <li>1. Completed Attachment 5a and/or 5b including all required information for each consortium member, its parent company and its ultimate parent company. Please name the file "Organisation name (CM) - FVRA".</li> <li>2. Each consortium member's published accounts for the last 3 years. Please name the file "Account period - organisation name (CM) - Published Accounts".</li> <li>3. Each consortium member's parent company's published accounts for the last 3 years (if there is a parent company). "Account period - organisation name (PC for consortium organisation name) - Published Accounts".</li> <li>4. Each consortium member's ultimate parent company's published accounts for the last 3 years (if there is an ultimate parent company). "Account period - organisation name (UPC for consortium organisation name) - Published Accounts".</li> </ol>	Attachment	The applicable attachment must be uploaded	
	Note	Note Details			
1.25.4	Guidance	<p>Please confirm, by answering Yes, No or N/A to the following questions, that you have provided all of the required information for the financial risk assessment.</p> <p>If you have not provided all of the information required we may deem your bid to be non-compliant.</p> <p>If your bid is deemed non-compliant we may reject your bid and you will be excluded from the competition. If your bid is excluded we will notify you and tell you why.</p>			
	Question	Description	Response Type	Response Guide	Response
1.25.5	1.25.5	Completed Attachment 5a and/or 5b including all information for the Lead Bidder, Parent Company and Ultimate Parent Company	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.25.6	1.25.6	Published accounts for the last 3 years for the Lead Bidder, Parent Company and Ultimate Parent Company	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.25.7	1.25.7	Responses to Attachment 5a and/or 5b paragraph 10 (if applicable)	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.25.8	1.25.8	Completed Attachment 5a and/or 5b for each Consortium member, its Parent Company and its Ultimate Parent Company	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.25.9	1.25.9	Published accounts for the last 3 years for each Consortium Member, its Parent Company and its Ultimate Parent Company	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.25.10	1.25.10	For each consortium member, responses to Attachment 5a and/or 5b paragraph 10 (if applicable)	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	



1.26 Part 3 - Certificate of Technical and Professional Ability					
	Note	Note Details			
1.26.1	Evaluation guidance	<p>Certificates of Technical and Professional Ability (COTPA) will be subject to a compliance check (PASS/FAIL)</p> <p>You are required to submit certification to demonstrate that you have delivered Services within the scope of the requirement.</p> <p>The scope of the services and criteria that each certificate must meet is clearly detailed within the template certificate(s) at Attachment 2b - Certificates of Technical and Professional ability.</p> <p>Certificates must be signed off by the customer and submitted as part of your bid.</p> <p>Certificates that do not meet all elements of the criteria (within each certificate) will Fail.</p> <p>No amendments are permitted to the format or structure of the certificates.</p>			
1.26.2	Evaluation guidance	<p>You are required to submit certification to demonstrate that you have delivered Services within the scope of the requirement for each Lot you are bidding for. The certification required for each Lot is as follows:</p> <p>Lots 1a, 1b, 1d, 3a, 3b, 3d, 3e and 3f - you are required to submit one certificate per Lot to meet all the criteria listed in each Lot specific Attachment 2b.</p> <p>Lot 1c, 2a, 2b, 3c, 4a and 4b - you are required to submit up to two certificates per Lot to meet all the criteria listed in each Lot specific Attachment 2b. You must attach your certificate(s) to the relevant lot question below as a zip folder. Please name the zip file 'Organisation Name_Lot 'X' COTPA'</p> <p>Lot 3g - you are required to submit up to three certificates to meet all the criteria listed in RM6331 Attachment 2b - Lot 3g Certificate of Technical and Professional Ability. You must attach your certificate(s) to question 1.26.15 as a zip folder. Please name the zip file 'Organisation Name_Lot 3g COTPA'</p> <p>Lot 5 - you are required to submit up to nine certificates to meet all the criteria listed in RM6331 Attachment 2b - Lot 5 Certificate of Technical and Professional Ability. You must attach your certificate(s) to question 1.26.18 as a zip folder. Please name the zip file 'Organisation Name_Lot 5 COTPA'</p> <p>Separate COTPAs must be submitted for each Lot for which you are bidding.</p>			
	Question	Description	Response Type	Response Guide	Response
1.26.3	Certificate of Technical and Professional Ability (Lot 1a)	Please attach 1 'Certificate of Technical and Professional Ability' Lot 1a	Attachment	The applicable attachment must be uploaded	
1.26.4	Certificate of Technical and Professional Ability (Lot 1b)	Please attach 1 'Certificate of Technical and Professional Ability' Lot 1b	Attachment	The applicable attachment must be uploaded	
1.26.5	Certificate of Technical and Professional Ability (Lot 1c)	Please attach zip folder 'Certificate of Technical and Professional Ability' Lot 1c	Attachment	The applicable attachment must be uploaded	
1.26.6	Certificate of Technical and Professional Ability (Lot 1d)	Please attach 1 'Certificate of Technical and Professional Ability' Lot 1d	Attachment	The applicable attachment must be uploaded	
1.26.7	Certificate of Technical and Professional Ability (Lot 2a)	Please attach zip folder 'Certificate of Technical and Professional Ability' Lot 2a	Attachment	The applicable attachment must be uploaded	
1.26.8	Certificate of Technical and Professional Ability (Lot 2b)	Please attach zip folder 'Certificate of Technical and Professional Ability' Lot 2b	Attachment	The applicable attachment must be uploaded	
1.26.9	Certificate of Technical and Professional Ability (Lot 3a)	Please attach 1 'Certificate of Technical and Professional Ability' Lot 3a	Attachment	The applicable attachment must be uploaded	
1.26.10	Certificate of Technical and Professional Ability (Lot 3b)	Please attach 1 'Certificate of Technical and Professional Ability' Lot 3b	Attachment	The applicable attachment must be uploaded	
1.26.11	Certificate of Technical and Professional Ability (Lot 3c)	Please attach zip folder 'Certificate of Technical and Professional Ability' Lot 3c	Attachment	The applicable attachment must be uploaded	
1.26.12	Certificate of Technical and Professional Ability (Lot 3d)	Please attach 1 'Certificate of Technical and Professional Ability' Lot 3d	Attachment	The applicable attachment must be uploaded	
1.26.13	Certificate of Technical and Professional Ability (Lot 3e)	Please attach 1 'Certificate of Technical and Professional Ability' Lot 3e	Attachment	The applicable attachment must be uploaded	
1.26.14	Certificate of Technical and Professional Ability (Lot 3f)	Please attach 1 'Certificate of Technical and Professional Ability' Lot 3f	Attachment	The applicable attachment must be uploaded	
1.26.15	Certificate of Technical and Professional Ability (Lot 3g)	Please attach zip folder 'Certificate of Technical and Professional Ability' Lot 3g	Attachment	The applicable attachment must be uploaded	
1.26.16	Certificate of Technical and Professional Ability (Lot 4a)	Please attach zip folder 'Certificate of Technical and Professional Ability' Lot 4a	Attachment	The applicable attachment must be uploaded	
1.26.17	Certificate of Technical and Professional Ability (Lot 4b)	Please attach zip folder 'Certificate of Technical and Professional Ability' Lot 4b	Attachment	The applicable attachment must be uploaded	
1.26.18	Certificate of Technical and Professional Ability (Lot 5)	Please attach zip folder 'Certificate of Technical and Professional Ability' Lot 5	Attachment	The applicable attachment must be uploaded	
	Note	Note Details			
1.26.19	Compliance guidance	<p>What we will do with your responses:</p> <p>Compliance Check</p> <p>For each certificate returned, we will conduct a compliance check to assess whether or not it meets the requirements set out within the certificate. A mark (PASS/FAIL) will then be awarded as stated in the Marking Scheme.</p> <p>If you do not achieve a PASS, your bid for the relevant Lot(s) will FAIL and you will be excluded from the competition. We will tell you that your bid has been excluded from the competition and why.</p>			

1.26.20	Compliance guidance	The marking scheme and compliance criteria below will be used for all certificates
1.26.21	Compliance guidance	<p>Marking Scheme -- Compliance Criteria</p> <p>Pass -- You have provided completed certificate(s) which fully meet the requirements of the Lot(s) you are bidding for. The requirements are stipulated within the certificate.</p> <p>Fail -- You have not provided completed certificate(s) which fully meet the requirements of the Lot(s) you are bidding for, as stipulated within the certificate.</p> <p>OR</p> <p>You have not provided any certificates.</p>

#### 1.27 NOT USED

#### 1.28 Part 3 Insurance Requirements

Note	Note Details				
1.28.1	Evaluation guidance	<p>This question is evaluated PASS/FAIL.</p> <p>Your bid will FAIL if you answer 'No' to either question 1.28.2 and 1.28.3.</p> <p>If you are bidding for Lots 1-4, in order to PASS you must answer 'Yes' to question 1.28.2</p> <p>If you are bidding for Lot 5, in order to PASS you must answer 'Yes' to question 1.28.3</p> <p>You will be required to provide evidence of the required levels of insurance cover prior to the Framework commencement date.</p>			
Question	Description	Response Type	Response Guide	Response	
1.28.2	1.28.2	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box		
	<p>All Lots except Lot 5</p> <p>Please confirm whether you (and if applicable, your consortium members) already have, or can commit to obtain, prior to the commencement of the framework contract, the levels of insurance cover indicated below and fully specified within the framework contract:</p> <ul style="list-style-type: none"> <li>• Employer's (Compulsory) Liability Insurance* = £5,000,000</li> <li>• Public Liability Insurance = £5,000,000</li> <li>• Professional Indemnity Insurance = £5,000,000</li> </ul> <p>*There is a legal requirement for certain employers to hold Employer's (Compulsory) Liability Insurance of £5 million as a minimum. See the Health and Safety Executive website for more information: <a href="http://www.hse.gov.uk/pubns/hse39.pdf">http://www.hse.gov.uk/pubns/hse39.pdf</a></p> <p>You will be required to provide evidence of the above certificates prior to the framework commencement date.</p>				
1.28.3	1.28.3	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box		
	<p>Lot 5 only</p> <ul style="list-style-type: none"> <li>• Employer's (Compulsory) Liability Insurance* = £10,000,000</li> <li>• Public Liability Insurance = £10,000,000</li> <li>• Professional Indemnity Insurance = £10,000,000</li> </ul> <p>*There is a legal requirement for certain employers to hold Employer's (Compulsory) Liability Insurance of £5 million as a minimum. See the Health and Safety Executive website for more information: <a href="http://www.hse.gov.uk/pubns/hse39.pdf">http://www.hse.gov.uk/pubns/hse39.pdf</a></p> <p>You will be required to provide evidence of the above certificates prior to the framework commencement date.</p>				

#### 1.29 Part 3 Data protection

Note	Note Details				
1.29.1	Evaluation guidance	<p>This question is evaluated PASS/FAIL.</p> <p>Your bid will FAIL, if you do not answer 'Yes' to this question.</p>			
Question	Description	Response Type	Response Guide	Response	
1.29.2	1.29.2	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box		
	<p>Please confirm that you (and if applicable, all consortium members) have in place, or that you will have in place by contract award, the human and technical resources to perform the contract to ensure compliance with the General Data Protection Regulation and to ensure the protection of rights of data subjects.</p>				

#### 1.30 Part 3 Health & Safety - All procurements

Note	Note Details				
1.30.1	Evaluation guidance	<p>This question is evaluated PASS/FAIL.</p> <p>Your bid will FAIL, if you do not answer 'Yes' to this question.</p>			
Question	Description	Response Type	Response Guide	Response	

1.30.2	1.30.2	Please confirm that you (and if applicable, all consortium members) have adequate arrangements in place to manage health and safety effectively and control significant risks relevant to the requirement (including risks from the use of contractors, where relevant).	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
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### 1.31 NOT USED

1.32 Part 3 Payments in Contracts Above £5m per annum					
	Note	Note Details			
1.32.1	Evaluation guidance	<p>Question 1.32.2 is only applicable to the following lots:  Lot 1a  Lot 1c,  Lot 2a  Lot 2b  Lot 3a  Lot 3b  Lot 3c  Lot 3g  Lot 4a  Lot 5</p> <p>If you are not bidding for any of the above mentioned lots, your response to this question should be 'N/A'.</p> <p>If you intend to use a supply chain for delivery under this framework contract, you must demonstrate you have effective systems in place to ensure a reliable supply chain. This question is focused on exploring your payment systems</p> <p><a href="https://www.gov.uk/government/publications/business-payment-practices-and-performance-reporting-requirements">https://www.gov.uk/government/publications/business-payment-practices-and-performance-reporting-requirements</a></p>			
	Question	Description	Response Type	Response Guide	Response
1.32.2	1.32.2	Please confirm if you intend to use a supply chain for this framework contract (i.e. services that are used wholly or substantially for the purpose of performing or contributing to the performance of the whole or part of call-off contracts).	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.33 Part 3 Payments in Contracts Above £5m per annum					
	Note	Note Details			
1.33.1	Evaluation guidance	<p>These questions are evaluated PASS/FAIL.</p> <p>Your bid will FAIL, if you do not answer 'Yes' to these questions.</p>			
	Question	Description	Response Type	Response Guide	Response
1.33.2	1.33.2	Please confirm that you have the systems in place to pay those in your supply chain promptly and effectively, i.e. within your agreed contractual terms.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.33.3	1.33.3	Please confirm you have procedures for resolving disputed invoices with those in your supply chain promptly and effectively. This should include all situations where payments are due; not all payments involve an invoice	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
	Note	Note Details			
1.33.4	Public Sector Contracts Only	Requirement under the Public Contracts Regulations 2015 (Regulation 113)			
1.33.5	Evaluation guidance	<p>This question is evaluated PASS/FAIL.</p> <p>Your bid will FAIL, if you do not answer 'Yes' to this question.</p>			
	Question	Description	Response Type	Response Guide	Response
1.33.6	1.33.6	Please confirm that for public sector contracts awarded under the Public Contract Regulations 2015 you have systems in place to include (as a minimum) 30 day payment terms in all of your supply chain contracts and require that such terms are passed down through your supply chain.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
	Note	Note Details			
1.33.7	Public and Private Sector Contracts	Public and Private Sector Contracts			
1.33.8	Evaluation guidance	In a financial year there are normally two reporting periods. The first is the six calendar months starting on the first day of the business' financial year. So, if a financial year started on the 5th of a month, the last day of that reporting period would be the 4th of the month, six months later. The second reporting period starts on the day after the first period ends and runs until the end of the financial year.			
1.33.9	Evaluation guidance	Please provide the percentage of invoices paid by you to those in your immediate supply chain on all contracts for the most recent six month reporting period. This should include the percentage of invoices paid within each of the following categories (this should include all situations where payments are due; not all payments involve an invoice):			
	Question	Description	Response Type	Response Guide	Response
1.33.10	1.33.10	within 30 days	Numeric	Enter a numeric value	
1.33.11	1.33.11	between 31 and 60 days	Numeric	Enter a numeric value	
1.33.12	1.33.12	in 61 days or more	Numeric	Enter a numeric value	
1.33.13	1.33.13	due but not paid by the last date for payment under agreed contractual terms	Numeric	Enter a numeric value	
	Note	Note Details			
1.33.14	Evaluation guidance	Please provide the percentage of invoices paid by you to those in your immediate supply chain on all contracts for the prior six month reporting period. This should include the percentage of invoices paid within each of the following categories (this should include all situations where payments are due; not all payments involve an invoice):			
	Question	Description	Response Type	Response Guide	Response
1.33.15	1.33.15	within 30 days	Numeric	Enter a numeric value	
1.33.16	1.33.16	between 31 and 60 days	Numeric	Enter a numeric value	
1.33.17	1.33.17	in 61 days or more	Numeric	Enter a numeric value	
1.33.18	1.33.18	due but not paid by the last date for payment under agreed contractual terms	Numeric	Enter a numeric value	

1.33.19	1.33.19	It is acceptable to cross refer to information that has previously been submitted to Government or other bodies or is publicly available (provided it covers the required reporting periods), including data published in accordance with the Reporting on Payment Practices and Performance Regulations 2017.  If you do wish to cross refer, please provide details and/or insert link(s).	Text	Enter plain text	
1.33.20	1.33.20	If you are unable to demonstrate that all invoices have been paid within the agreed contractual terms, please explain why.	Text	Enter plain text	
1.33.21	1.33.21	If you are unable to demonstrate that 95% or more of invoices payable to your supply chain on all contracts have been paid within 60 days of the receipt of the invoice in at least one of the last two six months reporting periods but you can evidence that ≥90% < 95% of all supply chain invoices were paid within 60 days of receipt of the invoice in at least one of the two previous six month reporting periods after removing intercompany payments (if relevant) please provide an action plan for improvement which includes (as a minimum) the following:  <ul style="list-style-type: none"> <li>• Identification of the primary causes of failure to pay: <ul style="list-style-type: none"> <li>o 95% of all supply chain invoices within 60 days; and</li> <li>o if relevant under question 1.33.2, all invoices within agreed terms.</li> </ul> </li> <li>• Actions to address each of these causes.</li> <li>• A mechanism for and commitment to regular reporting on progress to the bidder's audit committee (or equivalent).</li> <li>• A plan signed off by your director</li> <li>• Plan published on its website (this can be a shorter, summary plan).</li> </ul> If you have an existing action plan prepared for a different purpose, it is acceptable to attach this but it should contain the above features	Attachment	The applicable attachment must be uploaded	
	Note	Note Details			
1.33.22	Evaluation Guidance - Percentage of paid invoices	<p>Evaluation guidance</p> <p>The below questions will be evaluated PASS/FAIL.</p> <p>Marking Scheme -- Evaluation Criteria</p> <p>Pass -- You pay 95% or more of all supply chain invoices within 60 days in at least one of the previous two six month reporting periods.</p> <p>Pass -- You pay 95% or more of all supply chain invoices in 60 days in at least one of the two previous six month reporting periods after removing intercompany payments.</p> <p>Pass -- You pay between 90% and 95% of all supply chain invoices in 60 days in at least one of the two previous six six month reporting periods after removing intercompany payments, and you have provided an action plan with all of the required features.</p> <p>Pass -- You are a new entrant unable to demonstrate that more than 90% of invoices payable to your supply chain on all contracts have been paid within 60 days of receipt of the invoice but have provided an explanation of your circumstances.</p> <p>Fail -- You pay between 90% and 95% of all supply chain invoices in 60 days in at least one of the two previous six six month reporting periods after removing intercompany payments, but you have not provided an action plan or your action plan does not include the required features.</p> <p>Fail -- You do not pay more than 90% of all supply chain invoices in 60 days in at least one of the two previous six month reporting periods after removing intercompany payments.</p> <p>Please see below link for guidance on what a 'reporting period' is:  <a href="https://www.gov.uk/government/publications/business-payment-practices-and-performance-reporting-requirements">https://www.gov.uk/government/publications/business-payment-practices-and-performance-reporting-requirements</a></p>			
<b>1.34 Part 3 Carbon Reduction</b>					
	Note	Note Details			
1.34.1	PPN guidance	<p>Public procurement of contracts with an annual contract value of £5,000,000.00 and above should take into account suppliers' carbon reduction plans and commitment to Net Zero by 2050. This Policy is set out in detail in Policy Procurement Note 06/21.  <a href="https://www.gov.uk/government/publications/procurement-policy-note-0621-taking-account-of-carbon-reduction-plans-in-the-procurement-of-major-government-contracts">https://www.gov.uk/government/publications/procurement-policy-note-0621-taking-account-of-carbon-reduction-plans-in-the-procurement-of-major-government-contracts</a></p> <p>The requirement is that you will have in place and provide a link to your Carbon Reduction Plan published to your website (using the template provided within the PPN) confirming your commitment to achieving Net Zero by 2050 in the UK, and setting out the environmental management measures that you have in place and which will be in effect and utilised during the performance of the contract.</p> <p>*If you are a new supplier and have been trading for less than 12 months, you must still confirm your commitment to achieving Net Zero by 2050 by publishing a full Carbon Reduction Plan (CRP) as soon as possible.</p> <p>*If you do not have a website where you can evidence a published Carbon Reduction Plan containing the minimum required information as per the PPN guidance, you must provide an electronic copy of your Carbon Reduction Plan to CCS containing the minimum required information (<a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991623/Guidance_on_adopting_and_applying_PPN_06_21__Selection_Criteria__3_.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/991623/Guidance_on_adopting_and_applying_PPN_06_21__Selection_Criteria__3_.pdf</a>)</p>			
	Question	Description	Response Type	Response Guide	Response
1.34.2	1.34.2	Are you a new supplier and have been trading for less than 12 months?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
<b>1.35 Part 3 Carbon Reduction - continued</b>			<b>Responses to this Section will be considered only if:1.34.2 = No</b>		
	Note	Note Details			

1.35.1	Evaluation guidance	<p>The below questions are evaluated PASS/FAIL.</p> <p>PASS =</p> <ul style="list-style-type: none"> <li>Carbon Reduction Plan submitted and/or published to your website which;</li> <li>is in the correct format as provided in attachment [2e] Carbon Reduction Plan template,</li> <li>confirms the supplier's commitment to achieving Net Zero by 2050,</li> <li>contains emissions for the sources included in Scope 1 and 2 of the GHG Protocol, and a defined subset of Scope 3 emissions, OR not reported for any Scopes or only for some Scopes, but you have provided an acceptable explanation why at question 1.35.3</li> <li>sets out the environmental management measures in effect, including certification schemes or specific carbon reduction measures you have adopted, and that you will be able to apply when performing the contract</li> <li>reporting period is less than 12 months from the date of commencement of the procurement, OR</li> <li>reporting period is more than 12 months from the date of commencement of the procurement, but you have provided an acceptable explanation why at question 1.35.3</li> <li>is published on your website or If you do not have a website, you have provided an electronic copy of your Carbon Reduction Plan to CCS and you confirm that you will provide a copy of the Carbon Reduction Plan in writing to anyone who requests one within 30 days in future.</li> <li>has been signed off by a director (or equivalent) or designated member (for LLPs).</li> </ul> <p>• where a Parent Company Carbon Reduction Plan has been submitted, all of the above criteria has been met in addition to the criteria set out in 1.35.2</p>			
1.35.2	Evaluation guidance	<p>FAIL =</p> <ul style="list-style-type: none"> <li>you have not provided a link to your organisation's published Carbon Reduction Plan or confirmed that you do not have a website and have not provided a copy of the Carbon Reduction Plan to CCS.; and/or</li> </ul> <p>the Carbon Reduction Plan submitted:</p> <ul style="list-style-type: none"> <li>is not in the correct format as provided in attachment [2e] Carbon Reduction Plan template,</li> <li>does not confirm the supplier's commitment to achieving Net Zero by 2050; and/or</li> <li>does not contain emissions for the sources included in Scope 1 and 2 of the GHG Protocol, and a defined subset of Scope 3 emissions, OR an acceptable explanation has not been provided at question 1.32.9 to explain why Scopes or only for some Scopes, have been reported; and/or</li> <li>does not set out the environmental management measures in effect, including certification schemes or specific carbon reduction measures you have adopted, and that you will be able to apply when performing the contract</li> <li>the reporting period is more than 12 months from the date of commencement of the procurement, and an acceptable explanation why has not been provided at question 1.35.3</li> <li>has not been signed off by a director (or equivalent) or designated member (for LLPs).</li> </ul> <p>• where a Parent Company Carbon Reduction Plan has been submitted the criteria stated above and in 1.35.2 has not been met.</p>			
	Question	Description	Response Type	Response Guide	Response
1.35.3	1.35.3	Please confirm that you, and if applicable each of your consortium members, have detailed your environmental management measures by completing a Carbon Reduction Plan which meets the required reporting standard	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.35.4	1.35.4	<p>Please provide a link to your most recently published Carbon Reduction Plan (CRP) which:</p> <ul style="list-style-type: none"> <li>- confirms your commitment to achieving Net Zero by 2050;</li> <li>- contains emissions reported for all required Scopes (in accordance with the required methodology);</li> <li>- indicates the environmental management measures that you will apply when performing the contract; and</li> <li>- has a reporting period of no greater than 12 months prior to the date of commencement of this procurement</li> <li>- Is published on your company website</li> </ul> <p>In order to submit a parent company CRP in lieu of an individual CRP, you must be wholly owned by parent company, the submitted CRP must:</p> <ul style="list-style-type: none"> <li>- apply to both you and your parent company,</li> <li>- must confirm your joint commitment to achieving net zero by 2050</li> <li>- be adopted jointly and with environmental management measures clearly applied to you when performing the relevant contract</li> </ul> <p>Where the response is being completed on behalf of a consortium of suppliers, a link should be provided to the CRP of each consortium member.</p>	Text	Enter plain text	
1.35.5	1.35.5	If emissions in the Carbon Reduction Plan(s) are not reported for any Scopes or only for some Scopes, or the reporting period is more than 12 months from the date of commencement of the procurement, please provide an explanation why.	Text	Enter plain text	
1.35.6	1.35.6	Please confirm that your organisation, and if applicable each of your consortium members), is taking steps to reduce your GHG Emissions over time and is publicly committed to achieving Net Zero by 2050	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.35.7	1.35.7	Please provide your current Net Zero Target Date (Lead Bidder)	Date	Enter a valid Date	
	Note	Note Details			
1.35.8	Supplier Emissions Declaration	Supplier Emissions Declaration			
	Question	Description	Response Type	Response Guide	Response
1.35.9	1.35.9	Baseline Year Scope 1 Emissions	Text	Enter plain text	
1.35.10	1.35.10	Baseline Year Scope 2 Emissions	Text	Enter plain text	
1.35.11	1.35.11	Baseline Year Scope 3 Emissions	Text	Enter plain text	
1.35.12	1.35.12	Current / Most Recent Reporting Year Scope 1 Emissions	Text	Enter plain text	
1.35.13	1.35.13	Current / Most Recent Reporting Year Scope 2 Emissions	Text	Enter plain text	
1.35.14	1.35.14	Current / Most Recent Reporting Year Scope 3 Emissions	Text	Enter plain text	

1.35.15	1.35.15	If you, or if applicable any of your consortium members, do not have a website, you must attach a copy of your Carbon Reduction Plan using Attachment 2c Carbon Reduction Plan Template and confirm that you are willing to provide your plan upon request to Buyers under the framework who may request it in future within 30 days of the request being made.	Attachment	The applicable attachment must be uploaded	
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1.36	Part 3 Carbon Reduction - new supplier		Responses to this Section will be considered only if:1.34.2 = Yes		
	Note	Note Details			
1.36.1	Evaluation guidance	Question 1.36.2 is evaluated PASS/FAIL. Your bid will fail if you do not answer yes to this question.			
	Question	Description	Response Type	Response Guide	Response
1.36.2	1.36.2	Please confirm that your organisation (and if applicable, each of your consortium members) is taking steps to reduce your GHG Emissions over time and is publicly committed to achieving Net Zero by 2050	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.36.3	1.36.3	If you are a new organisation who cannot provide scope emissions data for the required reporting periods, please confirm the date by which you will publish a full Carbon Reduction Plan to your website.	Date	Enter a valid Date	

1.37 Part 3 Skills and Apprentices					
Note	Note Details				
1.37.1	Evaluation guidance	<p>This question is evaluated PASS/FAIL.</p> <p>Your bid will FAIL, if you are bidding for any of the Lots listed below and do not answer 'Yes' to this question:</p> <p>Lot 1a Lot 1c Lot 2a Lot 2b Lot 3a Lot 3b Lot 3c Lot 3g Lot 4a Lot 5</p> <p>Public procurement of contracts with a full life value of £10,000,000.00 and above and duration of 12 months and above should be used to support skills development and delivery of the apprenticeship commitment. This Policy is set out in detail in Policy Procurement Note 14/15. <a href="https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/456805/27_08_15_Skills_Apprenticeships_PPN_vfinal.pdf">https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/456805/27_08_15_Skills_Apprenticeships_PPN_vfinal.pdf</a></p> <p>The requirement is that you have or will have in place, prior to this framework commencement date, an Apprenticeship/Current Skills Process that can demonstrate commitment to supporting, developing and maintaining skills required in your supply chain.</p> <p>If you select Yes, we may ask you to provide evidence of your Apprenticeship/Current Skills process prior to any the framework commencement date.</p> <p>If you select No, you will FAIL this question.</p> <p>If you are not bidding for any of the Lots mentioned above you must respond 'N/A' to the this question.</p>			
Question	Description	Response Type	Response Guide	Response	
1.37.2	1.37.2	Please state whether you will be supporting apprenticeships and skills development through this contract	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.38	Skills and Apprentices Evidence		Responses to this Section will be considered only if:1.37.2 = Yes		
	Note	Note Details			
1.38.1	Evaluation guidance	These questions are evaluated PASS/FAIL.  Your bid will FAIL, if you do not answer 'Yes' to question 1.38.2 and 1.38.3.			
	Question	Description	Response Type	Response Guide	Response
1.38.2	1.38.2	If yes, can you provide documentary evidence at a later stage? (refer to evaluation guidance above)	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.38.3	1.38.3	Do you have a process in place to ensure that your supply chain supports skills, development and apprenticeships in line with PPN 14/15 (see guidance) and can provide evidence if requested?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.39	NOT USED				
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1.40 Part 3 Taking Account of Suppliers' Past Performance					
Note	Note Details				
1.40.1	Evaluation guidance	<p>You must provide a full and comprehensive list of all the Relevant Principal Services provided in the previous three (3) years in the form set out at Attachment 2c Relevant principal Services Template. You must also request the Buyer you have provided the Relevant Principle Services to, to complete Attachment 2d Certificate of Past Performance, which then must be submitted by all bidders. You must complete each table within Attachment 2c for each of the lots mentioned below that you are submitting a bid for.</p> <p>For the avoidance of doubt, 'Relevant Principal Services' in this context is Lot 1a, Lot 1c, Lot 2a, Lot 2b, Lot 3a, Lot 3b, Lot 3c, Lot 3g, Lot 4a and Lot 5 that fall within the scope as detailed within Framework Schedule 1 - Specification, with a total contract value equal to or in excess of £20,000,000.</p> <p>You are required to submit a completed Attachment 2c Relevant Principal Services template and Attachment 2d Certificate of Past Performance.</p> <p>Your response must be labelled as: "[Bidder Name] Attachment 2c Relevant Principal Services template." and "[Bidder Name] Attachment 2d Certificate of Past Performance</p>			

1.40.2	Evaluation guidance	<p>If you are not utilising third parties (Key Subcontractors), the list must include contracts under which relevant principal Services have been provided by you.</p> <p>Where you are responsible for contract(s) which were previously the responsibility of a predecessor entity (or entities) the list of contracts must include the contracts under which relevant principal Services were provided by the predecessor entity.</p> <p>If you propose to rely on other entities (including, in the case of a Consortium, members of the Consortium, third parties and Key Subcontractors) to enable you to perform any contract to be awarded under the Framework Agreement, the list referred to above must:</p> <p>(i) describe the function that each of those other entities will perform under any contract to be awarded under the Framework Agreement; and</p> <p>(ii) describe contracts in respect of relevant principal Services provided by any other entity (including any member of the Consortium) on which you intend to rely to enable you to perform any contract to be awarded under the Framework Agreement. Ensure your description matches the functions you described in response to (i) above.</p> <p>Where you are an entity which has been formed for the particular purpose of participating in this Procurement, you should follow the instructions given immediately above in the paragraph starting 'If you propose to rely on other entities' by including in your list, contracts under which relevant principal Services were provided by those entities on whom you will rely to perform the contract (or your predecessor entities), instead of the yourself</p>			
1.40.3	Evaluation guidance	<p>Where it is envisaged that you will rely on one or more Key Subcontractors to enable you to perform any contract to be awarded under this Framework Agreement and:</p> <ul style="list-style-type: none"> <li>• Where a Key Subcontractor has not been formally appointed, you need not include any contracts in relation to that particular Subcontractor, within the list, and</li> <li>• In so far as the anticipated value of any particular Key Subcontract is less than five (5) percent of the total contract value, you need not include such a contract in relation to that particular Subcontractor, within the list.</li> </ul>			
	Question	Description	Response Type	Response Guide	Response
1.40.4	1.40.4	Please attach with a zip file your submitted "[Bidder Name] Attachment 2c Relevant Principal Services template" and "[Bidder Name] Attachment 2d Certificate of Past Performance for each Lot mentioned in 1.40.1 to this question.	Attachment	The applicable attachment must be uploaded	
1.40.5	1.40.5	If you cannot obtain a certificate from a customer on request, can you explain the reasons why?	Text	Enter plain text	
1.40.6	1.40.6	If the certificate states that goods and/or services supplied were not satisfactory are you able to supply information which shows why this will not recur in this contract if you are awarded it?	Text	Enter plain text	
1.41 NOT USED					
1.42 NOT USED					
1.43 NOT USED					
1.44 NOT USED					
1.45 Part 3 Modern Slavery V2 Medium - High Risk					
	Note	Note Details			
1.45.1	Evaluation guidance	<p>PASS</p> <p>Bidder is 'a relevant commercial organisation' and is compliant with the requirements contained within Section 54 of the Modern Slavery Act 2015 and associated guidance and their statement includes information relating to:</p> <p>a) the organisation's structure, its business and its supply chains;</p> <p>b) its policies in relation to slavery and human trafficking;</p> <p>c) its due diligence processes in relation to slavery and human trafficking in its business and supply chains;</p> <p>d) the parts of its business and supply chains where there is a risk of slavery and human trafficking taking place, and the steps it has taken to assess and manage that risk;</p> <p>e) its effectiveness in ensuring that slavery and human trafficking is not taking place in its business or supply chains, measured against such performance indicators as it considers appropriate;</p> <p>f) the training and capacity building about slavery and human trafficking available to its staff;</p> <p>OR</p> <p>Bidder is not a 'relevant commercial organisation' but has provided a link to an equivalent statement or document which demonstrates information relating to (a) to (f) above.</p>			
1.45.2	Evaluation guidance	<p>PASS</p> <p>Bidder is 'a relevant commercial organisation' and is non-compliant with the requirements contained within Section 54 of the Modern Slavery Act 2015 and associated guidance and/or its statement does not include information relating to (a) to (f) above. However, a satisfactory explanation has been provided and they have provided assurances that they will be compliant (where applicable) in advance of contract award.</p> <p>OR</p> <p>Bidder is not 'a relevant commercial organisation' and has not provided a link to an equivalent statement or document and/or the statement or document does not include information relating to (a) to (f) above. However, a satisfactory explanation has been provided and they have provided assurances that they will be compliant (where applicable) in advance of contract award.</p>			
1.45.3	Evaluation guidance	<p>FAIL</p> <p>Bidder is 'a relevant commercial organisation' and is non-compliant with the requirements contained within Section 54 of the Modern Slavery Act 2015 and associated guidance and/or the statement does not include information relating to (a) to (f) above. No satisfactory reason or assurances of future compliance (where applicable) provided.</p> <p>OR</p> <p>Bidder is not 'a relevant commercial organisation' and has not provided a link to an equivalent statement or document and/or the statement does not include information relating to (a) to (f) above. No satisfactory reason or assurances of future compliance (where applicable) provided.</p>			
	Question	Description	Response Type	Response Guide	Response

1.45.4	1.45.4	Are you a relevant commercial organisation as defined by section 54 ("Transparency in supply chains etc.") of the Modern Slavery Act 2015 ("the Act")?  This means do you have a total turnover of £36m or more per annum and carry out your business or part of your business in the UK?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
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1.46 Part 3 Modern Slavery V2 relevant			Responses to this Section will be considered only if: 1.45.4 = Yes		
Question	Description	Response Type	Response Guide	Response	
1.46.1	1.46.1	Are you compliant with the annual reporting requirements contained within Section 54 of the Act 2015 <a href="http://www.legislation.gov.uk/ukpga/2015/30/section/54/enacted">www.legislation.gov.uk/ukpga/2015/30/section/54/enacted</a>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.46.2	1.46.2	If your latest modern slavery statement is available electronically, please provide: - the web address - precise reference of the documents  Any modern slavery statement should contain at least the following information: a. the organisation's structure, its business and its supply chains; b. its policies in relation to slavery and human trafficking; c. its due diligence processes in relation to slavery and human trafficking in its business and supply chains; d. the parts of its business and supply chains where there is a risk of slavery and human trafficking taking place, and the steps it has taken to assess and manage that risk; e. its effectiveness in ensuring that slavery and human trafficking is not taking place in its business or supply chains, measured against such performance indicators as it considers appropriate; f. the training and capacity building about slavery and human trafficking available to its staff;	Text	Enter plain text	
1.46.3	1.46.3	If your latest statement is not available electronically, please provide a copy.  Any modern slavery statement should contain at least the following information: a. the organisation's structure, its business and its supply chains; b. its policies in relation to slavery and human trafficking; c. its due diligence processes in relation to slavery and human trafficking in its business and supply chains; d. the parts of its business and supply chains where there is a risk of slavery and human trafficking taking place, and the steps it has taken to assess and manage that risk; e. its effectiveness in ensuring that slavery and human trafficking is not taking place in its business or supply chains, measured against such performance indicators as it considers appropriate; f. the training and capacity building about slavery and human trafficking available to its staff;	Attachment	The applicable attachment must be uploaded	
1.46.4	1.46.4	If all of the required information above is not included in your modern slavery statement, please provide an explanation as to why not and/or assurances that it will be included before contract award.	Text	Enter plain text	

1.47 Part 3 Modern Slavery V2 Not Relevant but over £36m			Responses to this Section will be considered only if: 1.45.4 = No		
Question	Description	Response Type	Response Guide	Response	



1.47.1	1.47.1	<p>If you are not a relevant commercial organisation subject to Section 54 of the Modern Slavery Act 2015 (for example you have a turnover of less than £36m or you do not carry on your business, or part of your business, in the UK) please provide the equivalent information below.</p> <p>A link to your modern slavery statement or other equivalent statement or document containing at least the following information:</p> <ul style="list-style-type: none"> <li>a. the organisation's structure, its business and its supply chains;</li> <li>b. its policies in relation to slavery and human trafficking;</li> <li>c. its due diligence processes in relation to slavery and human trafficking in its business and supply chains;</li> <li>d. the parts of its business and supply chains where there is a risk of slavery and human trafficking taking place, and the steps it has taken to assess and manage that risk;</li> <li>e. its effectiveness in ensuring that slavery and human trafficking is not taking place in its business or supply chains, measured against such performance indicators as it considers appropriate;</li> <li>f. the training and capacity building about slavery and human trafficking available to its staff</li> </ul>	Text	Enter plain text	
1.47.2	1.47.2	<p>If your statement or equivalent is not available electronically, please provide a copy.</p> <p>Your modern slavery statement or other statement or document should contain at least the following information:</p> <ul style="list-style-type: none"> <li>a. the organisation's structure, its business and its supply chains;</li> <li>b. its policies in relation to slavery and human trafficking;</li> <li>c. its due diligence processes in relation to slavery and human trafficking in its business and supply chains;</li> <li>d. the parts of its business and supply chains where there is a risk of slavery and human trafficking taking place, and the steps it has taken to assess and manage that risk;</li> <li>e. its effectiveness in ensuring that slavery and human trafficking is not taking place in its business or supply chains, measured against such performance indicators as it considers appropriate;</li> <li>f. the training and capacity building about slavery and human trafficking available to its staff</li> </ul>	Attachment	The applicable attachment must be uploaded	
1.47.3	1.47.3	If all of the required information above is not included in your modern slavery statement or equivalent, please provide an explanation as to why not and/or assurances that it will be included before contract award.	Text	Enter plain text	

1.48 Part 3 Cyber Essentials Basic Scheme (All Lots)					
	Note	Note Details			
1.48.1	Evaluation guidance	<p>The questions in this section will be evaluated PASS / FAIL.</p> <p>Your bid will FAIL, if you answer do not answer 'Yes' to question 1.48.5 in this section.</p> <p>You will be required to provide evidence of the required Cyber Essentials certificate prior to the framework commencement date.</p> <p>Refer to <a href="https://www.ncsc.gov.uk/information/cyber-essentials-faqs">https://www.ncsc.gov.uk/information/cyber-essentials-faqs</a> for more information.</p>			
1.48.2	Question	In relation to the services, please tell us if you comply with one of the following criteria (i) or (ii) at question 1.48.5:			
1.48.3	(i)	(i) You (and if applicable, your consortium members) have a current and valid Cyber Essentials certificate which has been awarded by one of the government approved Cyber Essentials accreditation bodies within the most recent 12 months and where your organisation proposes to use key subcontractors to carry out the services and these key subcontractors shall be involved in handling sensitive and personal information with regard to the services, such key subcontractors will have in place a valid Cyber Essentials certificate by the framework commencement.			
1.48.4	(ii)	<p>OR</p> <p>(ii) You (and if applicable, your consortium members) do not have a current and valid Cyber Essentials certificate which has been awarded by one of the government approved Cyber Essentials accreditation bodies but you are working towards gaining it, and will be in a position to confirm that you have been awarded a current and valid Cyber Essentials certificate by one of the government approved accreditation bodies, by the framework commencement date and where your organisation proposes to use key subcontractors to carry out the services and these key subcontractors shall be involved in handling sensitive and personal information with regard to the services, such key subcontractors will have in place a valid Cyber Essentials certificate by the framework commencement date.</p>			
	Question	Description	Response Type	Response Guide	Response
1.48.5	1.48.5	In relation to the services, please tell us if you comply with one of the criteria above	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.49	Not Used
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1.50 ISO 9001 - Quality Management					
	Note	Note Details			
1.50.1	Evaluation Guidance	<p>This question is evaluated PASS / FAIL.</p> <p>Please provide your response at question 1.50.2 below.</p> <p>A 'No' response to this question will result in your bid failing and being excluded from the competition.</p> <p>YES: Prior to the award of first call off or within 6 months of the framework award, whichever is sooner, you will obtain certification by an HMG approved Accreditation Body to ISO 9001 standard, and where your organisation proposes to use Key Subcontractors to carry out the Services, these Key Subcontractors shall have a valid ISO 9001 standard, or the successors of this standard and maintain such certification throughout the life of the framework agreement</p> <p>OR</p> <p>No: You will not, prior to the award of first call off or within 6 months of the framework award, whichever is sooner, obtain certification by an HMG approved Accreditation Body to ISO 9001 standard, or maintain such certification throughout the life of the framework agreement.</p>			
	Question	Description	Response Type	Response Guide	Response
1.50.2	1.50.2	In relation to the services, please tell us if you comply with one of the criteria above	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.51 ISO 14001 - Environmental Management (EMS) (Lot 5 only)					
	Note	Note Details			
1.51.1	Evaluation Guidance	<p>This question is evaluated PASS / FAIL.</p> <p>Please provide your response at question 1.51.2 below.</p> <p>A 'No' response to this question will result in your bid failing and being excluded from the competition.</p> <p>YES: Prior to the award of first call off or within 6 months of the framework award, whichever is sooner, you will obtain certification by an HMG approved Accreditation Body to ISO 14001 standard, and where your organisation proposes to use Key Subcontractors to carry out the Services, these Key Subcontractors shall have a valid ISO 14001 standard, or the successors of this standard and maintain such certification throughout the life of the framework agreement;</p> <p>NO: You will not, prior to the award of first call off or within 6 months of the framework award, whichever is sooner, obtain certification by an HMG approved Accreditation Body to ISO 14001 standard, or maintain such certification throughout the life of the framework agreement.</p> <p>OR</p> <p>N/A: You are not submitting a bid for Lot 5.</p>			
	Question	Description	Response Type	Response Guide	Response
1.51.2	1.51.2	In relation to the services, please tell us if you comply with one of the criteria above	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.52 ISO 27001 - Information Security Management Systems (Lot 5 only)					
	Note	Note Details			
1.52.1	Evaluation Guidance	<p>This question is evaluated PASS / FAIL.</p> <p>Please provide your response at question 1.52.2 below.</p> <p>A 'No' response to this question will result in your bid failing and being excluded from the competition.</p> <p>YES: Prior to the award of first call off or within 6 months of the framework award, whichever is sooner, you will obtain certification by an HMG approved Accreditation Body to ISO 27001 standard, and where your organisation proposes to use Key Subcontractors to carry out the Services, these Key Subcontractors shall have a valid ISO 27001 standard, or the successors of this standard and maintain such certification throughout the life of the framework agreement;</p> <p>NO: You will not, prior to the award of first call off or within 6 months of the framework award, whichever is sooner, obtain certification by an HMG approved Accreditation Body to ISO 27001 standard, or maintain such certification throughout the life of the framework agreement.</p> <p>OR</p> <p>N/A: You are not submitting a bid for Lot 5.</p>			
	Question	Description	Response Type	Response Guide	Response
1.52.2	1.52.2	In relation to the services, please tell us if you comply with one of the criteria above	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.53 SIA ACS Certificate (Lot 5 only)					
	Note	Note Details			
1.53.1	Evaluation Guidance	<p>This question is evaluated PASS / FAIL.</p> <p>Please provide your response at question 1.53.2 below.</p> <p>A 'No' response to this question will result in your bid failing and being excluded from the competition.</p> <p>YES: Prior to the award of first call off or within 6 months of the framework award, whichever is sooner, you will obtain certification of the SIA ACS, and where your organisation proposes to use Key Subcontractors to carry out the Services, these Key Subcontractors shall have a valid SIA ACS Certificate standard, or the successors of this standard and maintain such certification throughout the life of the framework agreement;</p> <p>NO: You will not, prior to the award of first call off or within 6 months of the framework award, whichever is sooner, obtain certification of an SIA ACS , or maintain such certification throughout the life of the framework agreement.</p> <p>OR</p> <p>N/A: You are not submitting a bid for Lot 5.</p>			
	Question	Description	Response Type	Response Guide	Response
1.53.2	1.53.2	In relation to the services, please tell us if you comply with one of the criteria above	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.54 Visibility of Third Party Agents / Bid Writers					
	Question	Description	Response Type	Response Guide	Response
1.54.1	1.54.1	Please confirm if you have engaged the services of a third party / agent in the preparation of your bid.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

  

1.55 Visibility of Third Party Agents / Bid Writers continued			Responses to this Section will be considered only if: 1.54.1 = Yes		
	Question	Description	Response Type	Response Guide	Response
1.55.1	1.55.1	If you have responded Yes to question 1.54.1 please confirm the name of the organisation of the Third Party Agent / Bid Writer	Text	Enter plain text	
1.55.2	1.55.2	Please confirm that you have full visibility of the bid pack for this competition, including the terms and conditions.	Text	Enter plain text	
1.55.3	1.55.3	Please confirm that you have full visibility of the content of your bid	Text	Enter plain text	
1.55.4	1.55.4	Please confirm that you have taken all necessary action required to authorise the person who will sign the Declaration within the Selection Questionnaire to do so on your behalf.	Text	Enter plain text	

  

1.56 Part 10 Framework award form population template					
	Note	Note Details			
1.56.1	FW Population Guidance	Please provide the information to be used to populate the Framework Award Form and any applicable Framework Contract Schedules if successful in this competition.			
	Question	Description	Response Type	Response Guide	Response
1.56.2	Supplier Name	Supplier Name (registered name if registered)	Text	Enter plain text	
1.56.3	Registration number	Registration number	Text	Enter plain text	
1.56.4	SID4GOV ID	SID4GOV ID, if you have one	Text	Enter plain text	
1.56.5	Supplier Framework Manager - name	Supplier Framework Manager Name	Text	Enter plain text	
1.56.6	Supplier Framework Manager - job title	Supplier Framework Manager Job title	Text	Enter plain text	
1.56.7	Supplier Framework Manager - email	Supplier Framework Manager Email address	Text	Enter plain text	
1.56.8	Supplier Framework Manager - phone	Supplier Framework Manager Phone number	Text	Enter plain text	
1.56.9	Supplier Authorised Representative	Supplier Authorised Representative: Name: Job title: Email address: Phone number:	Text	Enter plain text	
1.56.10	Supplier Compliance Officer	Supplier Compliance Officer: Name: Job title: Email address: Phone number:	Text	Enter plain text	
1.56.11	Supplier Data Protection Officer	Supplier Data Protection Officer: Name: Job title: Email address: Phone number:	Text	Enter plain text	
1.56.12	Supplier Marketing Contact	Supplier Marketing Contact: Name: Job title: Email address: Phone number:	Text	Enter plain text	
1.56.13	Joint Schedule 4 – Commercially sensitive information	Please provide any commercially sensitive information including:  Date: Details: Duration of confidentiality:	Text	Enter plain text	
	Note	Note Details			
1.56.14	Contracts Finder Information	This information will be published on Contracts Finder, if you are successful in this competition and therefore must be generic with no references to individual names and no contact details that are directly linked to an individual.			
	Question	Description	Response Type	Response Guide	Response
1.56.15	1.51.15	Email address:	Text	Enter plain text	
1.56.16	1.51.16	Internet (web) address:	Text	Enter plain text	

  

1.57 Declaration					
	Question	Description	Response Type	Response Guide	Response

1.57.1	1.57.1	I declare that to the best of my knowledge the answers submitted and information contained in this complete document are correct and accurate, including parts 1, 2 and part 3. I declare that, upon request and without delay I will provide the certificates and/or documentary evidence referred to in this document except where this documentation can be accessed by the contracting authority via a national database free of charge or the contracting authority already possesses the documentation. I understand that the information will be used in the selection process to assess my suitability 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.	Yes/No Value	Select the applicable response from the drop down menu on the bottom right of the response box	
1.57.2	1.57.2	Signature (electronic typed signature acceptable)	Text	Enter plain text	
1.57.3	1.57.3	Date	Date	Enter a valid Date	
1.57.4	1.57.4	Contact Name	Text	Enter plain text	
1.57.5	1.57.5	Name of organisation	Text	Enter plain text	
1.57.6	1.57.6	Role in organisation	Text	Enter plain text	
1.57.7	1.57.7	Phone number	Text	Enter plain text	
1.57.8	1.57.8	E-mail address	Text	Enter plain text	
1.57.9	1.57.9	Postal address	Text	Enter plain text	