



# Invitation to Quote

Invitation to Quote (ITQ) on behalf of **Department for International Trade (DIT)**

Subject UK SBS - **Trade Remedies Research**

Sourcing reference number - **BLOJEU-CR17037DIT**

**UK Shared Business Services Ltd (UK SBS)**  
[www.uksbs.co.uk](http://www.uksbs.co.uk)

Registered in England and Wales as a limited company. Company Number 6330639.  
Registered Office North Star House, North Star Avenue, Swindon, Wiltshire SN2 1FF  
VAT registration GB618 3673 25  
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**UKSBS**  
  
*Shared Business Services*

## Table of Contents

Section	Content
1	<a href="#"><u>About UK Shared Business Services Ltd.</u></a>
2	<a href="#"><u>About our Customer</u></a>
3	<a href="#"><u>Working with UK Shared Business Services Ltd.</u></a>
4	<a href="#"><u>Specification</u></a>
5	<a href="#"><u>Evaluation model</u></a>
6	<a href="#"><u>Evaluation questionnaire</u></a>
7	<a href="#"><u>General Information</u></a>
Appendix	N/A

## **Section 1 – About UK Shared Business Services**

### **UK Shared Business Services**

UK SBS delivers shared business services to its owners; BEIS and its Partner Organisations.

We work behind the scenes, providing shared and specialist services to help reduce costs, improve quality and efficiency, to the benefit of UK taxpayers.

We provide HR & Payroll, Finance, Procurement, IT and Property Asset Management services to BEIS and its partner organisations – to enable our customers to focus on their core activities and make the most of their available budgets. Every day, we are supporting world-renowned scientists and researchers, policy makers and agencies that support UK jobs and growth, highlight UK science and innovation, and promote the UK as a global leader internationally. Our customers – the UK Research Councils, the Department for Business, Energy and Industrial Strategy and its partner organisations – are working on vital, life-changing projects ranging from Dementia Research, the Antarctic Research and UK Space programmes to the award winning UK Pavilion (the Hive) at the 2015 Milan Expo.

For more info, please visit our website: <http://www.uksbs.co.uk/Pages/default.aspx>

## **Section 2 – About Our Customer**

### **Department for International Trade**

The Department for International Trade (DIT) is responsible for promoting British trade across the world and ensuring the UK takes advantage of the huge opportunities open to them.

Its responsibilities include:

- developing, coordinating and delivering a new trade and investment policy to promote UK business across the globe
- developing and negotiating free trade agreements and market access deals with non-EU countries
- negotiating plurilateral trade deals (focused on specific sectors or products)
- providing operational support for exports and facilitating inward and outward investment

For more information, please visit

here: <https://www.gov.uk/government/organisations/department-for-international-trade>

## Section 3 - Working with UK Shared Business Services Ltd.

In this section you will find details of your Procurement contact point and the timescales relating to this opportunity.

Section 3 – Contact details		
3.1	Customer Name and address	<b>Department for International Trade</b> 3 Whitehall Place, London, SW1A 2AW
3.2	Buyer name	Laura Barrowman
3.3	Buyer contact details	<a href="mailto:Research@uksbs.co.uk">Research@uksbs.co.uk</a>
3.4	Estimated value of the Opportunity	£60,000 Excluding VAT
3.5	Process for the submission of clarifications and Bids	<b>All correspondence shall be submitted within the Emptoris e-sourcing tool. Guidance Notes to support the use of Emptoris is available <a href="#">here</a>. Please note submission of a Bid to any email address including the Buyer <u>will</u> result in the Bid <u>not</u> being considered.</b>

Section 3 - Timescales		
3.6	Date of Issue of Contract Advert and location of original Advert	21/03/2017 Contracts Finder
3.7	Latest date/time ITQ clarification questions should be received through Emptoris messaging system	05/04/2017 14.00
3.8	Latest date/time ITQ clarification answers should be sent to all potential Bidders by the Buyer through Emptoris	10/04/2017
3.9	Latest date/time ITQ Bid shall be submitted through Emptoris	13/04/2017 14.00
3.10	Anticipated rejection of unsuccessful Bids date	20/04/2017
3.11	Anticipated Award date	20/04/2017
3.12	Anticipated Contract Start date	24/04/2017
3.13	Anticipated Contract End date	30/07/2017
3.14	Bid Validity Period	60 Days

## Section 4 – Specification

### **Background**

The UK's Department for International Trade (DIT) was created in 2016 and is responsible for:

- developing, coordinating and delivering a new trade and investment policy to promote UK business across the globe
- developing and negotiating free trade agreements and market access deals with other countries
- negotiating plurilateral trade deals (focused on specific sectors or products)
- providing operational support for exports and facilitating inward and outward investment

Trade remedies form part of DIT's responsibility to develop trade policy and can provide a safety net for domestic industries against both unfair trading practices and unexpected surges of fairly traded imports. These remedies include:

- anti-dumping action, which can be taken where a company exports a product at a price lower than the price it normally charges on its own home market;
- countervailing duties, which can be imposed on imports that are subsidised by foreign governments and are found to be hurting domestic producers; and
- safeguard measures, which can help temporarily restrict imports of a product if a domestic industry is injured or threatened with injury caused by a surge in imports.

However, trade remedy actions can only be taken by a country's investigating authority after it has undertaken a thorough investigation and established that the relevant criteria as set out in the relevant World Trade Organisation (WTO) agreements and/or domestic legislation are met. The key WTO agreements that set this out are the Anti-Dumping Agreement, the Agreement on Subsidies and Countervailing Measures and the Agreement on Safeguards.

When the UK leaves the European Union (EU), it will need to put in place its own trade remedies framework. DIT would like to commission some external research to help inform its thinking in this area. The research will provide evidence that will help inform decisions around the design and implementation of a future policy framework, particularly in relation to the areas described in the 'Requirements' section of this Invitation to Tender.

### **Aims and Objectives**

DIT is seeking a supplier to carry out research covering three broad themes involved in the design and implementation of a trade remedies framework:

- Determination of injury
- Consideration of wider economic interests

- Review, monitoring and evaluation

### *Determination of injury*

The WTO Anti-Dumping and Anti-Subsidy Agreements provide some detail on what should be covered in an injury determination, e.g. how to determine whether the dumping has caused the injury, and sets out some of the relevant factors that may be injuring the domestic industry apart from the dumping. Similarly the Agreement on Safeguards sets out criteria for assessing whether “serious injury” is being caused or threatened, and the factors which must be considered in determining the impact of imports on the domestic industry.

The supplier will be required to consider the research questions listed below in relation to the determination of injury. These have been grouped according to where DIT would expect to see a more detailed assessment of the issues, and where DIT would be willing to accept a less detailed assessment recognising the timescales indicated for this project and the complexities of the issues.

#### *More detailed assessment:*

- How can the impact of the volume and price effects of dumped imports best be assessed?
- What is the best way of assessing the causal link between injury and dumping, subsidies or increased imports? Suppliers will be expected to consider both formal quantitative methods including statistical tests, as well as more informal qualitative methods
- Which factors should be considered to assess injury, and over which timescales? Would it be appropriate to consider any triggers or thresholds? What weights should be given to individual injury indicators?
- What are the options for calculating an injury margin and what are their strengths and weaknesses?

#### *Less detailed assessment:*

- How can material retardation of the establishment of a domestic industry be assessed for dumping and subsidies?
- When and how is it appropriate to cumulate imports?
- How can the threat of serious injury be assessed in case of safeguards?
- Are there any key lessons can be learned from other countries’ approaches, or from other similar policy frameworks? Note that the supplier will not be expected to undertake a detailed review of other countries’ approaches; only key analytical insights, if any, would be of interest.

### *Consideration of wider economic interests*

Although WTO Anti-Dumping/Anti-Subsidy Agreements do not require consideration of wider economic interest, some jurisdictions do use a public interest test and provide guidance on whose interests should be considered. In relation to safeguards, WTO rules do require investigating authorities to seek views on whether imposition of measures would be in the public interest.

The supplier will be required to consider the research questions listed below in relation to the

consideration of economic factors as part of a public interest test. As for the previous theme, these have been grouped into those where a more or less detailed assessment would be expected.

*More detailed assessment:*

- Whose interests should be considered? What factors should be taken into account in deciding the weights to be given to different interests on a case by case basis, and how could these be measured?
- Which factors should be considered in assessing and balancing wider economic interests?
- How could consideration of wider economic interests be used in practice as part of an investigation?
- Is there a practical way of using more formal quantitative techniques (e.g. partial equilibrium approaches) with a view to providing economically robust conclusions and greater consistency in any economic interest findings? What data would be required? How could the findings be interpreted?

*Less detailed assessment:*

- What information would need to be collected for consideration of economic interest and how can it be sought from various interested parties? How can it be ensured that the information is representative and there is consistency across cases?
- How to consider cumulative impacts on users from a series of cases, e.g. where several of an industry's component parts are affected by different measures?
- What lessons can be learned from other countries' approaches? Note that the supplier will not be expected to undertake a detailed review of other countries' approaches; only key analytical insights, if any, would be of interest.

*Review, monitoring and evaluation*

Review, monitoring and evaluation will be important in order to investigate whether any trade remedies, once implemented, should continue to remain in place in future, and to assess the effectiveness of the policy framework more generally in future.

With a view to this, the supplier will be required to consider the following research questions:

- What evidence could be used to help inform decisions about how often reviews should be conducted, bearing in mind the requirements set out in WTO rules?
- What analysis should be done in determining whether to continue with measures? How does this compare with the analysis that would have been undertaken at the time measures were initially implemented?
- How can the effectiveness of the policy framework and impact of specific investigations be assessed, e.g. investigating whether measures have had the desired effect and whether those affected have responded effectively?
- What factors need to be borne in mind when designing the policy framework with a view to reviewing and assessing its effectiveness in future? E.g. is there a need to gather any evidence or information on an on-going basis?



Note that the detailed questions listed above against each of the three themes are not intended to be exhaustive. Suppliers are welcome to propose as part of their bids any additional questions that they think would be helpful for informing the design and implementation of the UK's trade remedies policy framework. Such additional questions should be clearly flagged in suppliers' bids and any resulting implications for timings, resource requirements and costs should be described separately.

## **Deliverables**

The main deliverables from this work will include:

- a draft interim report outlining the emerging and preliminary findings, to be provided over the course of the project;
- a draft final report outlining all findings and taking into account any feedback and comments provided to the supplier on the draft interim report, to be provided towards the end of the project;
- a final report, incorporating all feedback and comments provided to the supplier over the course of the project, to be provided at the end of the project; and
- any supplementary material not included in the reports, including any spreadsheets, annexes etc. to be provided separately in a suitable electronic format before the end of the project.

The structure and length of the final report will need to be discussed and agreed during the course of the project.

## **Reporting and Contract Management**

In addition to the main deliverables, the supplier will be required to:

- provide fortnightly progress updates via email and telephone, to be provided over the course of the project;
- attend up to three steering group meetings over the course of the project, at the supplier's own expense and at a venue determined by DIT. These meetings, at the discretion of DIT, may be held by teleconference; and possibly present their findings at a stakeholder forum and/or at internal DIT forum and/or to Ministers (to be agreed over the course of the project)

A member of staff from the Department of International Trade will act as the project manager and will serve as the main point of contact for the supplier. In addition, the project will be overseen by a steering group which will meet up to three times over the course of the project. This will comprise analytical, legal and policy experts from government departments.

## **Performance Management Framework**

This Performance Management Framework (PMF) will be used to monitor measure and control all aspects of the Contractor's performance of contract responsibilities. Its purpose is to set out the obligations on the Contractor to outline how the Contractor's performance will

be evaluated and to detail the sanctions for performance failure.

Failure to deliver to time or quality beyond the tolerance specified in the table below will result in a 5% reduction in total payments to the Contractor.

<i>Performance</i>			
<i>KPI</i>	<i>Measure</i>	<i>Targets</i>	<i>Failure</i>
Timeliness	Deliverables are provided to the contracting authority by the contractor on time	Delivery as per timings listed in the specification, unless milestones have been changed by mutual agreement between the contracting authority and the contractor.  Total delay in provision of all project deliverables not to exceed four (4) working days.	Target for total delay (four (4) working days) is exceeded.
Quality	Deliverables provided to the contracting authority by the contractor are of high quality	Deliverables meet the requirements listed in the specification, unless these have been changed by mutual agreement between the contracting authority and the contractor.  If contracting authorities notifies the contractor about poor quality of deliverables, contractors to outline what steps will be taken to improve this within two working days, and to demonstrate evidence of improvement in quality within five (5) working days.	Target for outlining steps for improvement and/or demonstrating evidence of improvement is exceeded.

The following skills are considered particularly important for this work:

- Conceptual understanding of trade remedies and knowledge of existing evidence in this area, including theoretical and empirical research
- Awareness of relevant WTO agreements and existing frameworks within a variety of WTO members' jurisdictions
- Familiarity with trade remedies investigations and the approaches used within a variety of WTO members' jurisdictions
- Familiarity with quantitative tools and techniques used in trade remedies investigations
- Ability to synthesise existing literature and clearly summarise and describe key findings
- Ability to explain the economic intuition underlying analytical findings
- Ability to critically analyse evidence and identify and explain the underlying limitations and drawbacks
- Ability to communicate complex technical information
- Understanding of the use of evidence in policy making
- Ability to distil evidence into robust implications and recommendations for policy

makers

- Good drafting and report writing skills
- Strong project management skills to ensure that deliverables are produced to time and quality.

### **Timetable**

<b>Activity / Task</b>	<b>Timings</b>
Steering group meeting (inception)	w/c 24 Apr 2017
Delivery of draft interim report	w/c 22 May 2017
Steering group meeting (interim)	w/c 29 May 2017
Delivery of draft final report provided	w/c 19 Jun 2017
Steering group meeting (final)	w/c 26 Jun 2017
Delivery of final report and any supplementary material	w/c 3 Jul 2017
Progress updates via email and telephone	On-going, fortnightly
Presentation of findings	To be agreed

### **Terms and Conditions**

Bidders are to note that any requested modifications to UK SBS Terms and Conditions on the grounds of statutory and legal matters only, shall be raised as a formal clarification during the permitted clarification period.

## Section 5 – Evaluation model

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

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

The evaluation team may comprise staff from UK SBS, the Customer and any specific external stakeholders UK SBS deem required. After evaluation the scores will be finalised by performing a calculation to identify (at question level) the mean average of all evaluators (Example – a question is scored by three evaluators and judged as scoring 5, 5 and 6. These scores will be added together and divided by the number of evaluators to produce the final score of 5.33 ( $5+5+6=16\div3=5.33$ ))

### Pass / fail criteria

Questionnaire	Q No.	Question subject
Commercial	SEL1.2	Employment breaches/ Equality
Commercial	FOI1.1	Freedom of Information Exemptions
Commercial	AW1.1	Form of Bid
Commercial	AW1.3	Certificate of Bona Fide Bid
Commercial	AW3.1	Validation check
Commercial	AW4.1	Contract Terms
Price	AW5.5	E Invoicing
Price	AW5.6	Implementation of E-Invoicing
Quality	AW6.1	Compliance to the Specification
-	-	Invitation to Quote – received on time within e-sourcing tool

### Scoring criteria

#### Evaluation Justification Statement

In consideration of this particular requirement UK SBS has decided to evaluate Potential Providers by adopting the weightings/scoring mechanism detailed within this ITQ. UK SBS considers these weightings to be in line with existing best practice for a requirement of this type.

Questionnaire	Q No.	Question subject	Maximum Marks
Price	AW5.2	Price	20%
Quality	PROJ1.1	Understanding	20%
Quality	PROJ1.2	Methodology	20%
Quality	PROJ1.3	Project Plan and Risk Management	20%
Quality	PROJ1.4	Project Team and Capability to Deliver	20%

## Evaluation of criteria

### Non-Price elements

Each question will be judged on a score from 0 to 100, which shall be subjected to a multiplier to reflect the percentage of the evaluation criteria allocated to that question.

Where an evaluation criterion is worth 20% then the 0-100 score achieved will be multiplied by 20.

**Example** if a Bidder scores 60 from the available 100 points this will equate to 12% by using the following calculation: Score/Total Points available multiplied by 20 ( $60/100 \times 20 = 12$ )

Where an evaluation criterion is worth 10% then the 0-100 score achieved will be multiplied by 10.

**Example** if a Bidder scores 60 from the available 100 points this will equate to 6% by using the following calculation: Score/Total Points available multiplied by 10 ( $60/100 \times 10 = 6$ )

The same logic will be applied to groups of questions which equate to a single evaluation criterion.

The 0-100 score shall be based on (unless otherwise stated within the question):

0	The Question is not answered or the response is completely unacceptable.
10	Extremely poor response – they have completely missed the point of the question.
20	Very poor response and not wholly acceptable. Requires major revision to the response to make it acceptable. Only partially answers the requirement, with major deficiencies and little relevant detail proposed.
40	Poor response only partially satisfying the selection question requirements with deficiencies apparent. Some useful evidence provided but response falls well short of expectations. Low probability of being a capable supplier.
60	Response is acceptable but remains basic and could have been expanded upon. Response is sufficient but does not inspire.
80	Good response which describes their capabilities in detail which provides high levels of assurance consistent with a quality provider. The response includes a full description of techniques and measurements currently employed.
100	Response is exceptional and clearly demonstrates they are capable of meeting the requirement. No significant weaknesses noted. The response is compelling in its description of techniques and measurements currently employed, providing full assurance consistent with a quality provider.

All questions will be scored based on the above mechanism. Please be aware that the final score returned may be different as there may be multiple evaluators and their individual scores will be averaged (mean) to determine your final score.

### Example

Evaluator 1 scored your bid as 60

Evaluator 2 scored your bid as 60

Evaluator 3 scored your bid as 40

Evaluator 4 scored your bid as 40

Your final score will  $(60+60+40+40) \div 4 = 50$

**Price elements** will be judged on the following criteria.

The lowest price for a response which meets the pass criteria shall score 100.  
All other bids shall be scored on a pro rata basis in relation to the lowest price. The score is then subject to a multiplier to reflect the percentage value of the price criterion.

For example - Bid 1 £100,000 scores 100.

Bid 2 £120,000 differential of £20,000 or 20% remove 20% from price scores 80

Bid 3 £150,000 differential £50,000 remove 50% from price scores 50.

Bid 4 £175,000 differential £75,000 remove 75% from price scores 25.

Bid 5 £200,000 differential £100,000 remove 100% from price scores 0.

Bid 6 £300,000 differential £200,000 remove 100% from price scores 0.

Where the scoring criterion is worth 50% then the 0-100 score achieved will be multiplied by 50.

In the example if a supplier scores 80 from the available 100 points this will equate to 40% by using the following calculation: Score/Total Points multiplied by 50 ( $80/100 \times 50 = 40$ )

The lowest score possible is 0 even if the price submitted is more than 100% greater than the lowest price.

## **Section 6 – Evaluation questionnaire**

Bidders should note that the evaluation questionnaire is located within the **e-sourcing questionnaire**.

Guidance on completion of the questionnaire is available at <http://www.uksbs.co.uk/services/procure/Pages/supplier.aspx>

**PLEASE NOTE THE QUESTIONS ARE NOT NUMBERED SEQUENTIALLY**

## Section 7 – General Information

### What makes a good bid – some simple do's 😊

#### DO:

- 7.1 Do comply with Procurement document instructions. Failure to do so may lead to disqualification.
- 7.2 Do provide the Bid on time, and in the required format. Remember that the date/time given for a response is the last date that it can be accepted; we are legally bound to disqualify late submissions.
- 7.3 Do ensure you have read all the training materials to utilise e-sourcing tool prior to responding to this Bid. If you send your Bid by email or post it will be rejected.
- 7.4 Do use Microsoft Word, PowerPoint Excel 97-03 or compatible formats, or PDF unless agreed in writing by the Buyer. If you use another file format without our written permission we may reject your Bid.
- 7.5 Do ensure you utilise the Emptoris messaging system to raise any clarifications to our ITQ. You should note that typically we will release the answer to the question to all bidders and where we suspect the question contains confidential information we may modify the content of the question to protect the anonymity of the Bidder or their proposed solution
- 7.6 Do answer the question, it is not enough simply to cross-reference to a 'policy', web page or another part of your Bid, the evaluation team have limited time to assess bids and if they can't find the answer, they can't score it.
- 7.7 Do consider who your customer is and what they want – a generic answer does not necessarily meet every customer's needs.
- 7.8 Do reference your documents correctly, specifically where supporting documentation is requested e.g. referencing the question/s they apply to.
- 7.9 Do provide clear and concise contact details; telephone numbers, e-mails and fax details.
- 7.10 Do complete all questions in the questionnaire or we may reject your Bid.
- 7.11 Do check and recheck your Bid before dispatch.



## What makes a good bid – some simple do not's 🙅

### DO NOT

- 7.12 Do not cut and paste from a previous document and forget to change the previous details such as the previous buyer's name.
- 7.13 Do not attach 'glossy' brochures that have not been requested, they will not be read unless we have asked for them. Only send what has been requested and only send supplementary information if we have offered the opportunity so to do.
- 7.14 Do not share the Procurement documents, they are confidential and should not be shared with anyone without the Buyers written permission.
- 7.15 Do not seek to influence the procurement process by requesting meetings or contacting UK SBS or the Customer to discuss your Bid. If your Bid requires clarification the Buyer will contact you.
- 7.16 Do not contact any UK SBS staff or Customer staff without the Buyers written permission or we may reject your Bid.
- 7.17 Do not collude to fix or adjust the price or withdraw your Bid with another Party as we will reject your Bid.
- 7.18 Do not offer UK SBS or Customer staff any inducement or we will reject your Bid.
- 7.19 Do not seek changes to the Bid after responses have been submitted and the deadline for Bids to be submitted has passed.
- 7.20 Do not cross reference answers to external websites or other parts of your Bid, the cross references and website links will not be considered.
- 7.21 Do not exceed word counts, the additional words will not be considered.
- 7.22 Do not make your Bid conditional on acceptance of your own Terms of Contract, as your Bid will be rejected.

## Some additional guidance notes

- 7.23 All enquiries with respect to access to the e-sourcing tool and problems with functionality within the tool may be submitted to Crown Commercial Service (previously Government Procurement Service), Telephone 0345 010 3503.
- 7.24 Bidders will be specifically advised where attachments are permissible to support a question response within the e-sourcing tool. Where they are not permissible any attachments submitted will not be considered.
- 7.25 Question numbering is not sequential and all questions which require submission are included in the Section 6 Evaluation Questionnaire.
- 7.26 Any Contract offered may not guarantee any volume of work or any exclusivity of supply.
- 7.27 We do not guarantee to award any Contract as a result of this procurement
- 7.28 All documents issued or received in relation to this procurement shall be the property of UK SBS.
- 7.29 We can amend any part of the procurement documents at any time prior to the latest date / time Bids shall be submitted through Emptoris.
- 7.30 If you are a Consortium you must provide details of the Consortiums structure.
- 7.31 Bidders will be expected to comply with the Freedom of Information Act 2000 or your Bid will be rejected.
- 7.32 Bidders should note the Government's transparency agenda requires your Bid and any Contract entered into to be published on a designated, publicly searchable web site. By submitting a response to this ITQ Bidders are agreeing that their Bid and Contract may be made public
- 7.33 Your bid will be valid for 60 days or your Bid will be rejected.
- 7.34 Bidders may only amend the Contract terms if you can demonstrate there is a legal or statutory reason why you cannot accept them. If you request changes to the Contract and UK SBS fail to accept your legal or statutory reason is reasonably justified we may reject your Bid.
- 7.35 We will let you know the outcome of your Bid evaluation and where requested will provide a written debrief of the relative strengths and weaknesses of your Bid.
- 7.36 If you fail mandatory pass / fail criteria we will reject your Bid.
- 7.37 Bidders are required to use IE8, IE9, Chrome or Firefox in order to access the functionality of the Emptoris e-sourcing tool.
- 7.38 Bidders should note that if they are successful with their proposal UK SBS reserves the right to ask additional compliancy checks prior to the award of any Contract. In

the event of a Bidder failing to meet one of the compliancy checks UK SBS may decline to proceed with the award of the Contract to the successful Bidder.

- 7.39 All timescales are set using a 24 hour clock and are based on British Summer Time or Greenwich Mean Time, depending on which applies at the point when Date and Time Bids shall be submitted through Emptoris.
- 7.40 All Central Government Departments and their Executive Agencies and Non Departmental Public Bodies are subject to control and reporting within Government. In particular, they report to the Cabinet Office and HM Treasury for all expenditure. Further, the Cabinet Office has a cross-Government role delivering overall Government policy on public procurement - including ensuring value for money and related aspects of good procurement practice.

For these purposes, UK SBS may disclose within Government any of the Bidders documentation/information (including any that the Bidder considers to be confidential and/or commercially sensitive such as specific bid information) submitted by the Bidder to UK SBS during this Procurement. The information will not be disclosed outside Government. Bidders taking part in this ITQ consent to these terms as part of the competition process.

- 7.41 From 2nd April 2014 the Government is introducing its new Government Security Classifications (GSC) classification scheme to replace the current Government Protective Marking System (GPMS). A key aspect of this is the reduction in the number of security classifications used. All Bidders are encouraged to make themselves aware of the changes and identify any potential impacts in their Bid, as the protective marking and applicable protection of any material passed to, or generated by, you during the procurement process or pursuant to any Contract awarded to you as a result of this tender process will be subject to the new GSC from 2nd April 2014. The link below to the Gov.uk website provides information on the new GSC:

<https://www.gov.uk/government/publications/government-security-classifications>

UK SBS reserves the right to amend any security related term or condition of the draft contract accompanying this ITQ to reflect any changes introduced by the GSC. In particular where this ITQ is accompanied by any instructions on safeguarding classified information (e.g. a Security Aspects Letter) as a result of any changes stemming from the new GSC, whether in respect of the applicable protective marking scheme, specific protective markings given, the aspects to which any protective marking applies or otherwise. This may relate to the instructions on safeguarding classified information (e.g. a Security Aspects Letter) as they apply to the procurement as they apply to the procurement process and/or any contracts awarded to you as a result of the procurement process.

## USEFUL INFORMATION LINKS

- [Emptoris Training Guide](#)
- [Emptoris e-sourcing tool](#)
- [Contracts Finder](#)
- [Tenders Electronic Daily](#)
- [Equalities Act introduction](#)
- [Bribery Act introduction](#)
- [Freedom of information Act](#)