



Crown
Commercial
Service

**SELECTION QUESTIONNAIRE RESPONSE GUIDANCE, EVALUATION AND MARKING
SCHEME**

FM ASSURANCE SERVICES (HELPDESK AND CAFM)

REFERENCE NUMBER

RM3720

ATTACHMENT 2



Contained in Emptoris 'Key Participation Requirements':

Note to Potential Providers: Unless the context provides otherwise, capitalised expressions in this 'Key Participation Requirements' section shall have the meaning given to them in the glossary to the Invitation to Tender descriptive document in Attachment 1. In these questions "we" refers to the Potential Provider.

Requirement number	Participation Requirement	Response
PR1	We accept the Terms of Participation Attachment 6	<input type="checkbox"/> Yes <input type="checkbox"/> No
PR2	We confirm that we, including named Sub-Contractors and all Group of Economic Operators members comply with all the statements in the Declaration Of Compliance Attachment 7	<input type="checkbox"/> Yes <input type="checkbox"/> No
PR3	We understand that it is essential to press the red 'Submit all Draft Bids' button to correctly submit our completed Tender and confirm we have read and understood the instructions on where and how to do this in paragraph 8.9 of the 'eSourcing tool guidance: how to respond to tenders and further competitions' at https://www.gov.uk/government/publications/esourcing-tool-guidance-for-suppliers	<input type="checkbox"/> Yes <input type="checkbox"/> No
PR4	We understand that to send a message to the CCS procurement team we must ensure that the name of the procurement is in the context field and 'ALL HOSTS' is selected in the 'TO' box	<input type="checkbox"/> Yes <input type="checkbox"/> No

Contained in Emptoris CCS 'Selection Questionnaire RM3720

Note to Potential Providers: Unless the context provides otherwise, capitalised expressions in this Selection Questionnaire shall have the meaning given to them in the glossary to the Invitation to Tender descriptive document in Attachment 1. In this questionnaire "you" / "your" refers to the Potential Provider (Lead Contact for a Group of Economic Operators).

1 INTRODUCTION

- 1.1 This document provides an overview of the methodology which will be adopted by the Authority to evaluate your response to each question set out within the Selection Questionnaire. It also sets out the Marking Scheme which will apply. For the avoidance of doubt, references to "you" in this document shall be references to the Potential Provider.
- 1.2 The defined terms used in the ITT document (Attachment 1) shall apply to this document.

2 OVERVIEW

- 2.1 The Selection Questionnaire is broken down into the following sections:

PLEASE READ

SECTION 1 – POTENTIAL PROVIDER INFORMATION

SECTION 2 – GROUNDS FOR MANDATORY EXCLUSION

SECTION 3 – GROUNDS FOR DISCRETIONARY EXCLUSION – Part 1

SECTION 4 – GROUNDS FOR DISCRETIONARY EXCLUSION – Part 2

SECTION 5 – ECONOMIC AND FINANCIAL STANDING

SECTION 6 – TECHNICAL AND PROFESSIONAL ABILITY

SECTION 7 – FRAMEWORK SPECIFICS

- 2.2 If you fail to provide a response to any question of the Selection Questionnaire, your Tender may be deemed to be non-compliant. If a Tender is deemed to be non-compliant, the Tender will be rejected and excluded from further participation in this Procurement.

Please Read

Prior to completing any of the questions for this procurement, please confirm that you have opened, read and understood each of the following attachments by selecting **YES** or **NO** as appropriate for each Attachment.

Attachment 1 – Invitation to Tender	Compliance	Yes/No
Attachment 2 – Selection Questionnaire Response Guidance, Evaluation and Marking Scheme	Compliance	Yes/No
Attachment 3 – Award Questionnaire Response Guidance, Evaluation and Marking Scheme	Compliance	Yes/No
Attachment 4 – Framework Agreement	Compliance	Yes/No
Attachment 5 – Call Off Contract	Compliance	Yes/No
Attachment 6 – Terms of Participation	Compliance	Yes/No
Attachment 7 – Declaration of Compliance	Compliance	Yes/No
Attachment 8 – FM Assurance (Helpdesk and CAFM) Cost Model	Compliance	Yes/No
Attachment 9 – Guidance for Completing Attachment 8	Compliance	Yes/No
Attachment 10 – Online Guidance	Compliance	Yes/No
Attachment 11 – Live Demonstration Document	Compliance	Yes/No
Attachment 12 – Non Disclosure Agreement (TUPE)	Compliance	Yes/No
Attachment 13 – Framework Population	Compliance	Yes/No
Attachment 14 – Examples of FM Services Data Pack	Compliance	Yes/No
Attachment 15 – Financial Risk Assessment	Compliance	Yes/No

Section			Evaluated
Section 1 – Potential Provider Information			
SQ1.1 Potential Provider Information			
SQ1.1(a)	Potential Provider Name or Name of Lead Contact for Group of Economic Operators	Compliance	N/A
SQ1.1(b)	Registered Office address (if applicable)	Compliance	N/A
SQ1.1(c)(i)	Trading Status options (a) – (e)	Compliance	N/A
SQ1.1(c)(ii)	Trading Status option (f) OTHER (please specify)	Compliance	N/A
SQ1.1(d)	Date of Registration	Compliance	N/A
SQ1.1(e)	Company Registration number (if applicable)	Compliance	N/A
SQ1.1(f)	Charity Registration number (if applicable)	Compliance	N/A
SQ1.1(g)	Head Office DUNS number	Compliance	N/A
SQ1.1(h)	Registered VAT number	Compliance	N/A
SQ1.1(i) – (i)	Whether registered in professional or trade register	Compliance	N/A
SQ1.1(i) – (ii)	Registration details if registered in professional or trade register	Compliance	N/A
SQ1.1(j) – (i)	Whether legal requirement for you to obtain particular authorisation	Compliance	N/A
SQ1.1(j) – (ii)	Details of authorisation if required	Compliance	N/A
SQ1.1(k)	Trading name to be used if successful in procurement	Compliance	N/A
SQ1.1 (l)	Ownership Model	Compliance	N/A
SQ1.1(m)	SME	Compliance	N/A

SQ1.1(n)	Parent Company Details	Compliance	N/A
SQ1.1(o)	Ultimate Parent Company Details	Compliance	N/A
SQ1.2 Bidding Model			
SQ1.2(a)(i)	Whether bidding as the Lead Contact for a Group of Economic Operators	Compliance	N/A
SQ1.2(a)(ii)	Name of Group of Economic Operators (if applicable)	Compliance	N/A
SQ1.2(a)(iii)	Proposed Legal Structure if Framework awarded	Compliance	N/A
SQ1.2(a)(iv)	Details for each member of Group of Economic Operators	Compliance	N/A
SQ1.2(b)(i)	Use of Sub-Contractors	Compliance	N/A
SQ1.2(b)(ii)	Details of Sub-Contractors	Compliance	N/A
SQ1.3 Contact Details			
SQ1.3(a)	Contact Name for Tender	Compliance	N/A
SQ1.3(b)	Postal Address of Tender Contact	Compliance	N/A

Section 2 - Grounds for Mandatory Exclusion

SQ2	If you answer Yes to any of the questions in this section you are required to upload evidence of 'self cleaning' as a separate attachment in the eSourcing Suite against the relevant conviction.	Evaluation	Pass/Fail
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Section 3 – Grounds for Discretionary Exclusion – Part 1

SQ3	If you answer Yes to any of the questions in this section you are required to upload evidence of 'self cleaning' as a separate attachment in the eSourcing Suite against the relevant conviction.	Evaluation	Pass/Fail
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Section 4 – Grounds for Discretionary Exclusion – Part 2

SQ4	If you answer Yes to any of the questions in this section you are required to upload evidence of 'self cleaning' as a separate attachment in the eSourcing Suite against the relevant conviction.	Evaluation	Pass/Fail
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Section 5 – Economic and Financial Standing

Option One SQ5.1	Financial Assessment in respect of a Framework Guarantor	Evaluation	Pass/Fail
SQ5.2	Minimum Level of Economic and Financial Standing	Evaluation	Pass/Fail
SQ5.3(a)	Provision of Framework Guarantee by Parent Company	Compliance	N/A

SQ5.3(b)	Provision of Framework Guarantee from a non-Parent Company	Compliance	N/A
SQ5.3(c)	Details of Framework Guarantee Provider if not a Parent Company	Compliance	N/A
Section 6 – Technical and Professional Ability (Evaluated)			
SQ6 (a - c)	<p>The questions in this section are evaluated PASS/FAIL</p> <p>You must demonstrate you have the necessary technical and professional ability to provide the scope and complexity of the Services as set out in Framework Agreement Schedule 2 Part A. Potential Providers (Lead Contact for a Group of Economic Operators) must provide:</p> <ul style="list-style-type: none"> • Two contract examples that are comparable to the requirement • Evidence within these contracts that you have the sufficient level of experience to carry out the requirement, either within your organisation; Group of Economic Operators and/or named Sub-Contractors (where applicable). <p>Contract Examples must:</p> <ul style="list-style-type: none"> • Have been performed within the last three years prior to the publication of the OJEU Notice to be valid and can be from the public or private sector. Voluntary Community Social Enterprise's may include samples of grant funded work • The customer contacts must be warned that they may be contacted by the Agent, to verify the accuracy of the information provided at any time. The Agent may exclude Potential Providers that do not provide full and accurate information • The customer contacts provided must not be employed by your organisation or be from within your associated group of companies within the past 3 years prior to the publication of the OJEU notice • Examples of Call-Off contracts awarded under framework agreements will be considered valid, but your position on a framework agreement will NOT be considered valid Contract Example. <p>The named customer contact must be able to confirm with written evidence to the Agent the accuracy of the information provided below. If</p>		Pass/Fail

	<p>required by the Agent.</p> <p>Bids submitted by Lead Contacts should provide relevant examples where one or more of the members of their Group of Economic Operators has/ have delivered similar requirements. If this is not possible (e.g. you are bidding as a single entity Potential Provider which has already been legally formed by a group of companies for a special purpose connected with this procurement), then two separate examples should be provided between the shareholding companies of the Potential Provider (two examples are not required from each shareholding company).</p> <p>Bids submitted by a Potential Provider proposing to use Sub-Contractors should provide relevant examples where one or more of the principal Sub-Contractors has/ have delivered similar requirements (two examples are not required from each Sub-Contractor).</p> <p>The Agent will use the information you provide in this section to evaluate whether your organisation; Group of Economic Operators and/or named Sub-Contractors have the relevant professional and technical ability to perform the requirement for this Procurement. Refer to paragraph 8.2 Consensus Marking Procedure, Attachment 1 ITT, for more information about how the evaluation will be conducted.</p> <p>Potential Providers that cannot sufficiently evidence their technical and professional ability to provide the requirements of the Framework Agreement will be excluded from this Procurement by the Agent.</p> <p>Potential Providers should be aware that they may be asked to confirm prior to any framework award that there has been no material change to the skills, experience and resources available to them since submitting their Tender.</p> <p>To achieve a PASS you will <u>have</u> provided <u>two</u> contract examples which fully comply with the response guidance and sufficiently evidence your technical and professional ability to provide the requirements of the Framework Agreement</p> <p>If you <u>have not</u> provided <u>two</u> contract examples which fully comply with the response guidance and sufficiently evidence your technical and professional ability to provide the requirements of the Framework Agreement then you will achieve a FAIL and your tender will be excluded from further consideration for the purposes of this procurement.</p>	
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Section 7 – FRAMEWORK SPECIFICS

SQ7.1A - Business Impact Level 2 Security Accreditation			
SQ7.1a	Business Impact Level 2 Security Accreditation	Evaluation	Yes No Working Towards
SQ7.1a(i)	Information Security Management Standard	Evaluation	Yes/ No
SQ7.1a(ii)	Cyber Essentials	Evaluation	Yes No Working Towards
SQ7.1a(iv)	Cyber Essentials Plus	Evaluation	Yes No Working Towards
SQ7.1a(v)	IT Service Management	Evaluation	Yes No
SQ7.1a(vi)	IT Service Management	Evaluation	Yes No
SQ7.1B – Insurance			
SQ7.1C – Compliance with equality legislation			
SQ7.1D – Environmental Management			
SQ7.1E – Health and Safety			
SQ7.1F – Quality Management System			

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SQ7.1G – Information Only

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SQ7.1H – Framework Terms and Conditions
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1. Potential Provider Information

1.1. Potential Provider Information

Please complete the following information:

Question number	Question	Response
SQ1.1(a)	Full name of the Potential Provider submitting the Tender. [For a Group of Economic Operators this will be the name of the Lead Contact]	character limit 255
SQ1.1(b)	Registered office address (if applicable)	character limit 255
SQ1.1(c) - (i)	Trading status a) public limited company b) limited company c) limited liability partnership d) other partnership e) sole trader f) OTHER(please specify)	Use Pick list
SQ1.1(c) - (ii)	If you responded OTHER to SQ1.1(c) - (i) please specify, in the following text field, your trading status.	character limit 255
SQ1.1(d)	Date of registration in country of establishment	character limit 255
SQ1.1(e)	Company registration number (if applicable)	character limit 255
SQ1.1(f)	Charity registration number (if applicable)	character limit 255
SQ1.1(g)	Head office DUNS number	character limit 255
SQ1.1(h)	Registered VAT number	character limit 255
SQ1.1(i) - (i)	If applicable, is your business registered with the appropriate professional or trade register(s) in the member state where it is established (as set out in Schedule 5 of the Regulations) under the conditions laid down by that state?	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ1.1(i) - (ii)	If you responded Yes to SQ1.1(i) - (i), please provide, in the following text field, details including the registration number.	character limit 4096

SQ1.1(j) - (i)	Is it a legal requirement in the state where you are established for you to possess a particular authorisation or be a member of a particular organisation in order to provide the services specified in this procurement?	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ1.1(j) - (ii)	If you responded Yes to SQ1.1(j) - (i), please provide additional details within this box of what is required and confirmation that you have complied with this.	character limit 4096
SQ1.1(k)	Trading name(s) that will be used if successful in this procurement.	character limit 255
SQ1.1(l)	Relevant classifications a) Voluntary Community Social Enterprise (VCSE) b) Sheltered Workshop c) Public service mutual	Use Pick list
SQ1.1(m)	Are you a Small Medium Enterprise (SME)? Guidance on assessing whether you are an SME can be found at: http://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition/index_en.htm	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ1.1(n)	Details of immediate parent company: - Full name of the immediate parent company - Registered office address (if applicable) - Registration number (if applicable) - Head office DUNS number Please enter N/A in first table cell if not applicable	complete table in the eSourcing suite
SQ1.1(o)	Details of ultimate parent company: - Full name of the ultimate parent company - Registered office address (if applicable) - Registration number (if applicable) - Head office DUNS number Please enter N/A in first table cell if not applicable	complete table in the eSourcing suite

1.2. Bidding Model

Please complete the following information about your approach to this procurement:

Question number	Question	Response																																								
SQ1.2(a) - (i)	Are you bidding as the Lead Contact for a Group of Economic Operators?	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, please provide details listed in questions SQ1.2(a) - (ii) to SQ1.2(a) - (iv) and read Note 1 below																																								
SQ1.2(a) - (ii)	Name of Group of Economic Operators (if applicable)	character limit 255																																								
SQ1.2(a) - (iii)	Proposed legal structure if the Group of Economic Operators intends to form a single legal entity prior to signing the Framework Agreement, if awarded.	character limit 255																																								
SQ1.2(a) - (iv)	<p>If you responded Yes to SQ1.2(a) - (i), please provide additional details for each member in following table:</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Registered address</th> <th>Trading status</th> <th>Registered number</th> <th>Head Office DUNS number</th> <th>Registered VAT number</th> <th>Type of organisation</th> <th>SME?</th> <th>The role each member will take in providing the Goods and/or Services</th> <th>The approximate % of contractual obligations assigned to each member</th> </tr> </thead> <tbody> <tr> <td></td> </tr> <tr> <td></td> </tr> <tr> <td></td> </tr> </tbody> </table> <p>Note 1 If you are bidding as a Lead Contact, you must answer the remaining questions in this Selection Questionnaire and provide any evidence requested in respect of each member of the Group of Economic Operators, unless the question specifically directs otherwise.</p> <p>Enter N/A in the first table cell if not applicable</p>	Name	Registered address	Trading status	Registered number	Head Office DUNS number	Registered VAT number	Type of organisation	SME?	The role each member will take in providing the Goods and/or Services	The approximate % of contractual obligations assigned to each member																															
Name	Registered address	Trading status	Registered number	Head Office DUNS number	Registered VAT number	Type of organisation	SME?	The role each member will take in providing the Goods and/or Services	The approximate % of contractual obligations assigned to each member																																	
SQ1.2(b) - (i)	Are you or, if applicable, the Group of Economic Operators proposing to use Sub-Contractors?	<input type="checkbox"/> Yes <input type="checkbox"/> No																																								

SQ1.2(b) - (ii)	<p>If you responded Yes to SQ1.2(b) - (i), please provide additional details for each Sub-Contractor in following table:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 10%;">Name</th> <th style="width: 10%;">Reg. address</th> <th style="width: 10%;">Trading status</th> <th style="width: 10%;">Registered company number</th> <th style="width: 10%;">Head Office DUNS number</th> <th style="width: 10%;">Registered VAT number</th> <th style="width: 10%;">Type of organisation</th> <th style="width: 10%;">SME?</th> <th style="width: 10%;">The role each Sub contractor will take in providing the Goods and /or Services</th> <th style="width: 10%;">The approximate % of contractual obligations assigned to each Sub-Contractor</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table> <p>Note 2</p> <p>If you or, if applicable, the Group of Economic Operators are proposing to use Sub-Contractors, you must answer the remaining questions in this Selection questionnaire and provide any evidence requested in respect of your organisation and, if applicable, the Group of Economic Operators and each of the proposed Sub-Contractors, unless the question specifically directs otherwise.</p> <p>Enter N/A in the first table cell if not applicable.</p>		Name	Reg. address	Trading status	Registered company number	Head Office DUNS number	Registered VAT number	Type of organisation	SME?	The role each Sub contractor will take in providing the Goods and /or Services	The approximate % of contractual obligations assigned to each Sub-Contractor																														
Name	Reg. address	Trading status	Registered company number	Head Office DUNS number	Registered VAT number	Type of organisation	SME?	The role each Sub contractor will take in providing the Goods and /or Services	The approximate % of contractual obligations assigned to each Sub-Contractor																																	

1.3. Contact Details

Please complete the following information:

Question number	Question	Response
SQ1.3(a)	Name of contact for the Tender Note: this person must be registered on the eSourcing Portal for this procurement	character limit 255
SQ1.3(b)	Postal address	character limit 255

2. Grounds for mandatory exclusion

Question number	Question	Response
<p>You shall be excluded from the procurement process if there is evidence of convictions relating to specific criminal offences including, but not limited to, bribery, corruption, conspiracy, terrorism, fraud and money laundering, or if you have been the subject of a binding legal decision which found a breach of legal obligations to pay tax or social security obligations (except where this is disproportionate e.g. only minor amounts involved).</p> <p>If you have answered “yes” to question SQ2.2(a) on the non-payment of taxes or social security contributions, and have not paid or entered into a binding arrangement to pay the full amount, you may still avoid exclusion if only minor tax or social security contributions are unpaid or if you have not yet had time to fulfil your obligations since learning of the exact amount due. If your organisation is in that position please provide details. You may contact the Authority for advice before completing this requirement.</p> <p>If you are bidding as a Prime Contractor (see section 1.2(a) (Bidding Model), you must answer this question and provide any evidence requested separately in respect of your organisation and each of the proposed Key Sub-Contractors</p> <p>If you are bidding as a Lead Contact (see section 1.2(b) (Bidding Model), you must answer this question and provide any evidence requested separately in respect of each member of the Group of Economic Operators.)</p>		
SQ2.1	<p>Regulation 57 (1)</p> <p>Within the past five years for your organisation and/or any of your or the Group of Economic Operators’ proposed Sub-Contractors and/or members of your Group of Economic Operators, has the organisation, directors or partners or any other person who has powers of representation, decision or control been convicted of any of the following offences or any other offence within the meaning of Article 57(1) of the Public Contracts Directive as defined by the law of any jurisdiction outside England and Wales and Northern Ireland?</p>	
SQ2.1(a)	<p>conspiracy within the meaning of section 1 or 1A of the Criminal Law Act 1977 or article 9 or 9A of the Criminal Attempts and Conspiracy (Northern Ireland) Order 1983 where that conspiracy relates to participation in a criminal organisation as defined in Article 2 of Council Framework Decision 2008/841/JHA on the fight against organised crime;</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
SQ2.1(b)	<p>corruption within the meaning of section 1(2) of the Public Bodies Corrupt Practices Act 1889 or section 1 of the Prevention of Corruption Act 1906;</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
SQ2.1(c)	<p>the common law offence of bribery;</p>	<p><input type="checkbox"/> Yes</p>

		<input type="checkbox"/> No
SQ2.1(d)	bribery within the meaning of sections 1, 2 or 6 of the Bribery Act 2010; or section 113 of the Representation of the People Act 1983;	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ2.1(e)	any of the following offences, where the offence relates to fraud affecting the European Communities' financial interests as defined by Article 1 of the Convention on the protection of the financial interests of the European Communities:	
SQ2.1(e) - (i)	the common law offence of cheating the Revenue;	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ2.1(e) - (ii)	the common law offence of conspiracy to defraud;	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ2.1(e) - (iii)	fraud or theft within the meaning of the Theft Act 1968, the Theft Act (Northern Ireland) 1969, the Theft Act 1978 or the Theft (Northern Ireland) Order 1978;	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ2.1(e) - (iv)	fraudulent trading within the meaning of section 458 of the Companies Act 1985, article 451 of the Companies (Northern Ireland) Order 1986 or section 993 of the Companies Act 2006;	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ2.1(e) - (v)	fraudulent evasion within the meaning of section 170 of the Customs and Excise Management Act 1979 or section 72 of the Value Added Tax Act 1994;	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ2.1(e) - (vi)	an offence in connection with taxation in the European Union within the meaning of section 71 of the Criminal Justice Act 1993;	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ2.1(e) - (vii)	destroying, defacing or concealing of documents or procuring the execution of a valuable security within the meaning of section 20 of the Theft Act 1968 or section 19 of the Theft Act (Northern Ireland) 1969;	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ2.1(e) - (viii)	fraud within the meaning of section 2, 3 or 4 of the Fraud Act 2006; or	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ2.1(e) - (ix)	the possession of articles for use in frauds within the meaning of section 6 of the Fraud Act 2006, or the making, adapting,	<input type="checkbox"/> Yes <input type="checkbox"/> No

	supplying or offering to supply articles for use in frauds within the meaning of section 7 of that Act;	
SQ2.1(f)	any offence listed —	
SQ2.1(f) - (i)	in section 41 of the Counter Terrorism Act 2008; or	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ2.1(f) - (ii)	in Schedule 2 to that Act where the court has determined that there is a terrorist connection;	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ2.1(g)	any offence under sections 44 to 46 of the Serious Crime Act 2007 which relates to an offence covered by subparagraph (f);	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ2.1(h)	money laundering within the meaning of sections 340(11) and 415 of the Proceeds of Crime Act 2002;	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ2.1(i)	an offence in connection with the proceeds of criminal conduct within the meaning of section 93A, 93B or 93C of the Criminal Justice Act 1988 or article 45, 46 or 47 of the Proceeds of Crime (Northern Ireland) Order 1996;	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ2.1(j)	an offence under section 4 of the Asylum and Immigration (Treatment of Claimants etc.) Act 2004;	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ2.1(k)	an offence under section 59A of the Sexual Offences Act 2003;	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ2.1(l)	an offence under section 71 of the Coroners and Justice Act 2009	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ2.1(m)	an offence in connection with the proceeds of drug trafficking within the meaning of section 49, 50 or 51 of the Drug Trafficking Act 1994; or	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ2.1(n)	any other offence within the meaning of Article 57(1) of the Directive—	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ2.2(a)	Regulation 57 (3) – Has it been established, for your organisation and/or any of your or the Group of Economic Operators' proposed Sub-Contractors and/or members of your	<input type="checkbox"/> Yes <input type="checkbox"/> No

	Group of Economic Operators, by a judicial or administrative decision having final and binding effect in accordance with the legal provisions of any part of the United Kingdom or the legal provisions of the country in which the organisation is established (if outside the UK), that the organisation, if applicable, is in breach of obligations related to the payment of tax or social security contributions?	
SQ2.2(b)	If you have answered Yes to question SQ2.2 (a), please use a separate attachment to provide further details. Please also use this attachment to confirm whether you and/or any of your or the Group of Economic Operators' proposed Sub-Contractors and/or members of your Group of Economic Operators have paid, or have entered into a binding arrangement with a view to paying, including where applicable any accrued interest and/or fines?	Upload attachment if applicable

Please complete the following information:

3. Grounds for discretionary exclusion – Part 1

Please complete the following information:

Question number	Question	Response
SQ3.1	<p>Regulation 57 (8) –</p> <p>Within the past three years, please indicate if anywhere in the world any of the following situations have applied, or currently apply, to your organisation and/or any of your or the Group of Economic Operators' proposed Sub-Contractors and/or members of your Group of Economic Operators :</p>	
SQ3.1(a)	<p>The organisation has violated applicable obligations referred to in Regulation 56 (2) in the fields of environmental, social and labour law established by EU law, national law, collective agreements or by the international environmental, social and labour law provisions listed in Annex X to the Directive as amended from time to time;</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
SQ3.1(b)	<p>The organisation is bankrupt or is the subject of insolvency or winding-up proceedings, where the organisation's assets are being administered by a liquidator or by the court, where it is in an arrangement with creditors, where its business activities are suspended or it is in any analogous situation arising from a similar procedure under the laws and regulations of any state;</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
SQ3.1(c)	<p>The organisation is guilty of grave professional misconduct, which renders its integrity questionable;</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
SQ3.1(d)	<p>The organisation has entered into agreements with other economic operators aimed at distorting competition;</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
SQ3.1(e)	<p>The organisation has a conflict of interest within the meaning of Regulation 24 that cannot be effectively remedied by other, less intrusive, measures;</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>
SQ3.1(f)	<p>The prior involvement of the organisation in the preparation of the procurement procedure has resulted in a distortion of competition, as referred to in Regulation 41, that cannot be remedied by other, less intrusive, measures;</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No</p>

FM Assurance Services (Helpdesk and CAFM)

Attachment 2 - Selection Questionnaire Response Guidance, Evaluation and Marking Scheme

SQ3.1(g)	The organisation has shown significant or persistent deficiencies in the performance of a substantive requirement under a prior public contract, a prior contract with a contracting entity, or a prior concession contract, which led to early termination of that prior contract, damages or other comparable sanctions;	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ3.1(h)	The organisation has:	
SQ3.1(h) - (i)	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; or	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ3.1(h) - (ii)	Withheld such information or is not able to submit supporting documents required under Regulation 59; or	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ3.1(i)	The organisation has undertaken to:	
SQ3.1(i) - (i)	Unduly influence the decision-making process of the contracting authority, or	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ3.1(i) - (ii)	Obtain confidential information that may confer upon the organisation undue advantages in the procurement procedure; or	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ3.1(j)	The organisation has negligently provided misleading information that may have a material influence on decisions concerning exclusion, selection or award.	<input type="checkbox"/> Yes <input type="checkbox"/> No

4. Grounds for discretionary exclusion – Part 2

Please complete the following information:

Question number	Question	Response
SQ4.1	From 1 April 2013 onwards, for your organisation and/or any of your or the Group of Economic Operators' proposed Sub-Contractors and/or members of your Group of Economic Operators, have any of the organisation's tax returns submitted anywhere in the world on or after 1 October 2012:	
SQ4.1(a)	Given rise to a criminal conviction for tax related offences which is unspent, or to a civil penalty for fraud or evasion;	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ4.1(b)	Been found to be incorrect as a result of: <ul style="list-style-type: none"> (i) HMRC successfully challenging it under the General Anti-Abuse Rule (GAAR) or the "Halifax" abuse principle; or (ii) a tax authority in a jurisdiction in which the Potential Provider is established successfully challenging it under any tax rules or legislation that have an effect equivalent or similar to the GAAR or the "Halifax" abuse principle; or (iii) the failure of an avoidance scheme which the Potential Provider was involved in and which was, or should have been, notified under the Disclosure of Tax Avoidance Scheme (DOTAS) or any equivalent or similar regime in a jurisdiction in which the Potential Provider is established? 	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ4.1(c)	If you responded Yes to either SQ4.1(a) or SQ4.1(b) - (i) to (iii), you may provide details, in the following text field, of any mitigating factors that you consider relevant and that you wish the Authority to take into consideration.	character limit 4096

'Self-cleaning'

Any Potential Provider that answers 'Yes' to questions 2.1, 2.2, 3.1 or 4.1 should provide sufficient evidence, in a separate appendix, that provides a summary of the circumstances and any remedial action that has taken place subsequently and effectively "self-cleanse" the situation referred to in that question. The Potential Provider has to demonstrate it has taken such remedial action, to the satisfaction of the Authority in each case.

If such evidence is considered by the Authority (whose decision will be final) as sufficient, the economic operator concerned shall be allowed to continue in the procurement process.

In order for the evidence referred to above to be sufficient, the Potential Provider shall, as a minimum, prove that it has;

- paid or undertaken to pay compensation in respect of any damage caused by the criminal offence or misconduct;
- clarified the facts and circumstances in a comprehensive manner by actively collaborating with the investigating authorities; and
- taken concrete technical, organisational and personnel measures that are appropriate to prevent further criminal offences or misconduct.

The measures taken by the Potential Provider shall be evaluated taking into account the gravity and particular circumstances of the criminal offence or misconduct. Where the measures are considered by the Authority to be insufficient, the Potential Provider shall be given a statement of the reasons for that decision.

5. Economic and Financial Standing

Please complete the following information:

Question number	Question	Response
SQ5.1	For your organisation, and your or the Group of Economic Operators' proposed Sub-Contractors and, if applicable, all other members of your Group of Economic Operators, please select Yes / No as appropriate to confirm you have uploaded, using the paperclip icon aligned to this question, option (a) if available or, if option (a) is not available, one of option (b), (c) or (d) to demonstrate economic/financial standing :	
	(a) A copy of the audited accounts for the most recent two years, if available; or (alternatively):	<input type="checkbox"/> Yes <input type="checkbox"/> No
	(b) A statement of the turnover, profit & loss account, current liabilities and assets, and cash flow for the most recent year of trading for this organisation; or	<input type="checkbox"/> Yes <input type="checkbox"/> No
	(c) A statement of the cash flow forecast for the current year and a bank letter outlining the current cash and credit position; or	<input type="checkbox"/> Yes <input type="checkbox"/> No

	(d) Alternative means of demonstrating financial status if any of the above are not available (e.g. forecast of turnover for the current year and a statement of funding provided by the owners and/or the bank, charity accruals accounts or an alternative means of demonstrating financial status).]	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ5.2	Where the Authority has specified a minimum level of economic and financial standing and/or a minimum financial threshold within the evaluation criteria for this Selection Questionnaire, please self-certify by answering 'Yes' or 'No' that you or, if applicable, the Group of Economic Operators meet the requirements set out here.	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ5.3(a)	<p>If you or, if applicable, a member of your Group of Economic Operators, are part of a Group, would your parent company or the parent company of the relevant member of your Group of Economic Operators be willing to provide, prior to contract, a Framework Guarantee if you or, if applicable, the Group of Economic Operators are awarded a Framework Agreement?</p> <p>[If yes, you will be contacted to provide the relevant parent company accounts if required]</p> <p>[Note the definition of "Group" in the Glossary to the Invitation to Tender descriptive document (Attachment 1). This is not the same as "Group of Economic Operators"]</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
SQ5.3(b)	If you responded No to question SQ5.3(a), would you or, if applicable, a member of your Group of Economic Operators, be able to obtain a Framework Guarantee elsewhere?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
SQ5.3(c)	<p>If you responded Yes to SQ5.3(b), please provide details, in the following text field, of the alternative source.</p> <p>[Note to Lead Contacts in respect of questions SQ5.3 (a) to (c): the Authority reserves its right under Regulation 19 (6) to require a Group of Economic Operators to assume a specific legal form after award of the Framework Agreement if this is necessary for the satisfactory performance of the Framework Agreement]</p>	

6. Technical and Professional Ability

Previous Experience and Comparable Contracts

Please provide details of two contracts from the public or private sector, where similar requirements to those sought under this Procurement have been performed.

SQ6.1a	<p>Contract Example 1</p> <ul style="list-style-type: none"> - Name of customer organisation - Name of the organisation which signed the contract with the customer organisation - Point of contact in customer organisation <ul style="list-style-type: none"> o Position in the organisation o Email address - Contract start date - Contract completion date - Estimated Contract Value <p>Contract Example 2</p> <ul style="list-style-type: none"> - Name of customer organisation - Name of the organisation which signed the contract with the customer organisation - Point of contact in customer organisation <ul style="list-style-type: none"> o Position in the organisation o Email address - Contract start date - Contract completion date - Estimated Contract Value 	complete table in the e-Sourcing Suite
SQ6.1b	<p>Contract Example 1</p> <p>Please describe the contract and how its performance demonstrates the technical capabilities needed to perform the requirements as set out in Framework Schedule 2 (Services and Key Performance Indicators) Part A: Services</p>	4096 character limit
SQ6.1c	<p>Contract Example 2</p> <p>Please describe the contract and how its performance demonstrates the technical capabilities needed to perform the requirements as set out in Framework Schedule 2 (Services and Key Performance Indicators) Part A: Services</p>	4096 character limit

7. Additional selection questionnaire modules

Please complete the following information:

Question number 7.1(a)	Question Business Impact Level 2 Security Accreditation	Response
	<p>The requirement is to have in place, or be willing to work towards, Business Impact Level 2 security accreditation by selecting one of the following options.</p> <p>Yes - Your organisation currently holds Business Impact Level 2 security accreditation that is relevant to the parts of the organisation that will deliver the Services applicable to this Framework Agreement and is able provide your Risk Management Accreditation Document Set (RMADS) for Business Impact Level 2, should you be successful at Award Stage.</p> <p>No but working towards - Your organisation does not currently hold Business Impact Level 2 security accreditation that is relevant to the parts of the organisation that will deliver the Services applicable to this Framework Agreement but is willing to work towards the accreditation.</p> <p>No - Your organisation does not hold Business Impact Level 2 security accreditation that is relevant to the parts of the organisation that will deliver the Services applicable to this Framework Agreement and is not willing to work towards putting accreditation in place.</p>	<p><input type="checkbox"/> Yes</p> <p><input type="checkbox"/> No but working towards</p> <p><input type="checkbox"/> No</p>

Question number 7.1a(i)	Question Information Security Management Standard	Response
	<p>The requirement is to have provided the Risk Management Accreditation(RMADS) Contents Page for Business Impact Level 2 at 7.1(b) or;</p> <p>To have in place an accredited Information Security Management Standard that meets the requirements of:</p> <p>ISO 27001:13 or equivalent or;</p> <p>ISO 27001:2005 transitioning to ISO 27001:13</p> <p>By selecting Yes, you confirmed that you have;</p> <p>Your organisation currently has in place accredited Information Security Management Standard that is relevant to the parts of the organisation that will deliver the Services applicable to this Framework Agreement and is able to provide the following supporting information at question 7.1(d):</p> <p>Accreditation number;</p> <p>Accreditation body;</p> <p>Accreditation start (and end date where applicable);</p> <p>Confirmation of the scope;</p> <p>Locations to which the accreditation applies; and</p> <p>Statement of applicability (where currently transitioning).</p>	<input type="checkbox"/> Yes
	<p>Your organisation does not have in place an accredited Information Security Management Standard that is relevant to the parts of the organisation that will deliver the Services applicable to this Framework Agreement.</p>	<input type="checkbox"/> No

Question number 7.1a(ii)	Question Cyber Essentials The requirement is to hold Cyber Essentials accreditation by selecting one of the following options:	Response
	Your organisation holds Cyber Essentials accreditation that is relevant to the parts of the organisation that will deliver the Services applicable to this Framework Agreement and will upload the following supporting information at question 7.1a(ii) Evidence of Cyber Essentials accreditation	<input type="checkbox"/> Yes
	Your organisation does not hold Cyber Essentials accreditation that is relevant to the parts of the organisation that will deliver the Services applicable to this Framework Agreement but you are willing to work towards achieving this.	<input type="checkbox"/> No but working towards
	Your organisation does not hold Cyber Essentials accreditation that is relevant to the parts of the organisation that will deliver the Services applicable to this Framework Agreement and you are not willing to work towards achieving this.	<input type="checkbox"/> No

Question number 7.1a(iii)	Question Cyber Essentials Plus The requirement is to hold Cyber Essentials Plus accreditation or to be able to provide evidence of working towards Cyber Essentials Plus, by selecting one of the following options:	Response
	Your organisation currently holds Cyber Essentials Plus accreditation that is relevant to the parts of the organisation that will deliver the Services applicable to this Framework Agreement and will provide the following supporting information at question 7.1a(iii):Evidence of Cyber Essentials Plus accreditation.	<input type="checkbox"/> Yes
	Your organisation does not currently hold Cyber Essentials Plus accreditation that is relevant to the parts of the organisation that will deliver the Services applicable to this Framework Agreement but you are willing to work towards achieving this.	<input type="checkbox"/> No but working towards
	Your organisation does not have Cyber Essentials Plus accreditation that is relevant to the parts of the organisation that will deliver the Services applicable to this Framework Agreement and you are not willing to work towards achieving this.	<input type="checkbox"/> No

Question number	Question IT Service Management	Response
7.1a(iv)	Your organisation has in place a recognised framework for accepted IT service management best practice such as ITIL or equivalent, that is relevant to the parts of the organisation that will deliver the Services applicable to this Framework Agreement and will upload the following supporting information at question 7.1(f): Operations Manual of all standards and processes that have been identified as ITIL or equivalent compliant, that is relevant to Schedule 2 Services and Key Performance Indicators). Please update the Contents Page of the Operations Manual only. CCS reserves the right to have sight of the whole Manual from the successful Supplier, after Award.	<input type="checkbox"/> Yes
	Your organisation does not have in place a recognised framework for accepted IT service management best practice such as ITIL or equivalent that is relevant to the parts of the organisation that will deliver the Services applicable to this Framework Agreement.	<input type="checkbox"/> No

Question number	Question IT Service Management	Response
7.1a(v)	If you responded YES to 7.1a please provide the following documentation; The Contents Page (only) of the Operations Manual detailing all standards and processes that have been identified as ITIL or equivalent compliant.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

B - Insurance

Question number	Question	Response
7.1(b)	<p>For your organisation and the Group of Economic Operators' proposed Sub-Contractors and members of your Group of Economic Operators, each already have or commit to obtain , prior to the commencement of the Framework Agreement if awarded, the levels of insurance cover indicated below:</p> <p>* Most employers are required to insure against liability for injury or disease to their employees arising out of their employment with £5 million as a minimum.</p>	
7.1(b) (i)	Employer's (Compulsory) Liability Insurance = £5million	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
7.1(b) (ii)	Public Liability Insurance = £1million	<input type="checkbox"/> Yes <input type="checkbox"/> No

C – Compliance with equality legislation

Question number	Question	Response
7.1(c)	<p>Within the past three years for your organisation and/or any of your or the Group of Economic Operators' proposed Sub-Contractors and/or members of your Group of Economic Operators, within all jurisdictions in which the organisation operates, has the organisation:</p>	
7.1(c) (i)	Had any finding of unlawful discrimination made against it by an Employment Tribunal, an Employment Appeal Tribunal or any other court (or in comparable proceedings in any jurisdiction other than the UK)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.1(c) (ii)	Had a complaint upheld following an investigation by the Equality and Human Rights Commission or its predecessors (or a comparable body in any	<input type="checkbox"/> Yes <input type="checkbox"/> No

	jurisdiction other than the UK), on grounds or alleged unlawful discrimination?	
7.1(c) (iii)	<p>If you responded “Yes” to one or both of questions 7.1(c) (i) and 7.1(c) (ii) , please provide, a summary of the nature of the investigation and an explanation of the outcome of the investigation to date.</p> <p>If the investigation upheld the complaint against the organisation, please use this to explain what action (if any) the organisation has taken to prevent unlawful discrimination from reoccurring.</p> <p>Please enter N/A if not applicable.</p>	Upload attachment if applicable, please title the attachment 7.1(c) (Supplier name)
7.1(c) (iv)	Does the organisation have processes in place to check whether any of the above circumstances apply to Sub-Contractors ?	<input type="checkbox"/> Yes <input type="checkbox"/> No

D - Environmental Management

Question number	Question	Response
7.1(d) (i)	<p>Has your organisation and/or any of your or the Group of Economic Operators’ proposed Sub-Contractors and/or members of your Group of Economic Operators been convicted of breaching environmental legislation, or had any enforcement notice served upon it, in the last three years by any environmental regulator or authority (including local authority)?</p> <p>Please enter N/A if not applicable.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.1(d) (ii)	<p>If you responded “Yes” to question 7.1(d) (i), please provide details of the conviction or notice and details of any remedial action or changes you have made as a result of conviction or notices served.</p> <p>Please enter N/A if not applicable.</p>	Upload attachment if applicable and title 7.1(d)(Supplier name)
7.1(d) (iii)	Do you and or the Group of Economic Operators have processes in place to check whether any Sub-Contractors have been convicted or had a notice served upon them for infringement of environmental legislation?	<input type="checkbox"/> Yes <input type="checkbox"/> No

E - Health and Safety

Question number	Question	Response
7.1(e) (i)	Please self-certify that your organisation and/or any of your or the Group of Economic Operators' proposed Sub-Contractors and/or members of your Group of Economic Operators has a Health and Safety Policy that complies with current legislative requirements.	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.1(e) (ii)	Has your organisation and/or any of your or the Group of Economic Operators' proposed Sub-Contractors and/or members of your Group of Economic Operators been in receipt of enforcement/remedial orders in relation to the Health and Safety Executive (or equivalent body) in the last 3 years?	<input type="checkbox"/> Yes <input type="checkbox"/> No
7.1(e) (iii)	<p>If you responded "Yes" to question SQ7.1(e)(ii), please provide details of any enforcement/remedial orders served and give details of any remedial action or changes to procedures the organisation has made as a result.</p> <p>Please enter N/A if not applicable.</p>	Upload attachment if applicable and title 7.1(e) (Supplier name)
7.1(e) (iv)	Do you and or the Group of Economic Operators have processes in place to check whether any of the above circumstances apply to Sub-Contractors?	<input type="checkbox"/> Yes <input type="checkbox"/> No

F – Quality Management System

Quality Management System

The requirement is to have, or will have in place, prior to commencement of this Framework Agreement an accredited QMS or equivalent by selecting one of the following options;

If you respond **YES** to question SQ7.1(f)(i) the Authority may ask you to provide evidence of your QMS prior to any framework award.

If you respond **YES** to question SQ7.1(f)(ii) that you don't currently have a QMS but will put one in place prior to the commencement of the Framework Agreement, you will not be able to commence work under the Framework Agreement until you have evidenced to the Authority that a QMS relevant to the parts of the organisation that will deliver the Services applicable to the Framework Agreement, is in place.

If you respond **NO** to question SQ7.1(f)(iii) your tender will be deemed to be non-compliant. If a Tender is deemed to be non-compliant, the Tender may be rejected and excluded from further participation in this Procurement.

Question number	Question	Response
SQ7.1(f) (i)	<p>Your organisation currently has a QMS that is relevant to the parts of the organisation that will deliver the Services applicable to this Framework Agreement</p> <p>By selecting YES, you have self-certified that you have a QMS that is relevant to the parts of the organisation that will deliver the Services applicable to this Framework Agreement.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ7.1(f) (ii)	<p>Your organisation does not currently have a QMS that is relevant to the parts of the organisation that will deliver the Services applicable to this Framework Agreement but will establish a QMS prior to commencement of the Framework Agreement.</p> <p>By Selecting YES, you have self-certified that you do not have a QMS that is relevant to the parts of the organisation that will deliver the Services applicable to this Framework Agreement BUT WILL establish a QMS prior to commencement of the Framework Agreement.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
SQ7.1(f) (iii)	<p>Your organisation does not have a QMS that is relevant to the parts of the organisation that will deliver the Services applicable to this Framework Agreement and will not put one in place for this Framework Agreement.</p> <p>By selecting NO, you have confirmed that you do not have a QMS relevant to the parts of the organisation that will deliver the Services applicable to this Framework Agreement, and will not put one in place for this Framework Agreement.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No

G – Information Only

Question number	EUROPEAN ECONOMIC AREA PART 1 INFORMATION ONLY	Response
7.1(g) (i)	<p>Please select YES or NO to indicate whether your organisation collects, processes and/or stores any customer data outside of the European Economic Area (EEA), i.e. off shore?</p> <p>If you select YES to this question please answer question 7.1(g) (ii).</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Question number	EUROPEAN ECONOMIC AREA PART 2 INFORMATION ONLY	Response
7.1(g) (ii)	<p>If you answered YES to question 7.1(g)(i) please select YES or NO to indicate whether you undertake and secure all necessary accreditations/certifications as required by the OISC (Office of the Immigration Services Commissioner), CPNI (Centre for the Protection of National Infrastructure), PSN Authority and/or CESG (Communications and Electronics Security Group), as applicable to assure the security of customer data.</p> <p>Please select YES or NO to indicate your response.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Question number	Cost Model	Response
7.1 (g) (iii)	<p>Please select option YES or NO to confirm whether or not you have populated and uploaded as an attachment to this question, the Cost Model Template (Attachment 8).</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
Question number	Framework Population Template	Response

7.1 (g) (iv)	Please select option YES or NO to confirm whether or not you have populated and uploaded as an attachment to this question, Framework Agreement population Template (Attachment 10).	<input type="checkbox"/> Yes <input type="checkbox"/> No

H – Framework Terms and Conditions

<p>Framework Terms and Conditions</p> <p>You must confirm by selecting YES or NO to indicate that you will or will not, unreservedly sign the Framework Agreement without caveats or limitations as published at Attachment 4. Note: Selecting NO to SQ7.1(g) will mean your bid will Fail and that you cannot progress further in this procurement. If you select YES, and are ultimately successful in the procurement, but you subsequently request changes to the Framework Agreement as published before signing, the offer of the Framework Agreement will be withdrawn.</p> <p>If you have any queries you must clarify these in accordance with paragraph 7 and within the period specified in paragraph 4 in Attachment 1 – Invitation to Tender.</p>		
Question number	Question	Response
SQ7.1(h)	Please select YES or NO to indicate that you will or will not unreservedly sign the Framework Agreement without caveats or limitations as published at Attachment 4.	<input type="checkbox"/> Yes <input type="checkbox"/> No