

Invitation to Quote

Invitation to Quote (ITQ) on behalf of **UK Research and Innovation**

Subject: **Single-Quad GC-MS System and a Triple-Quad GC-MSMS System**

Sourcing Reference Number: **RE18403**



UK Shared Business Services Ltd (UK SBS)
www.ukpbs.co.uk

Registered in England and Wales as a limited company. Company Number 6330639.
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VAT registration GB618 3673 25
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Version 3.3

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Section 1 – About UK Shared Business Services

Putting the business into shared services

UK Shared Business Services Ltd (UK SBS) brings a commercial attitude to the public sector; helping our Contracting Authorities improve efficiency, generate savings and modernise.

It is our vision to become the leading service provider for the Contracting Authorities of shared business services in the UK public sector, continuously reducing cost and improving quality of business services for Government and the public sector.

Our broad range of expert services is shared by our Contracting Authorities. This allows Contracting Authorities the freedom to focus resources on core activities; innovating and transforming their own organisations.

Core services include Procurement, Finance, Grants Admissions, Human Resources, Payroll, ISS, and Property Asset Management all underpinned by our Service Delivery and Contact Centre teams.

UK SBS is a people rather than task focused business. It's what makes us different to the traditional transactional shared services centre. What is more, being a not-for-profit organisation owned by the Department for Business, Energy & Industrial Strategy (BEIS), UK SBS' goals are aligned with the public sector and delivering best value for the UK taxpayer.

UK Shared Business Services Ltd changed its name from RCUK Shared Services Centre Ltd in March 2013.

Our Customers

Growing from a foundation of supporting the Research Councils, 2012/13 saw Business, Energy and Industrial Strategy (BEIS) transition their procurement to UK SBS and Crown Commercial Services (CCS – previously Government Procurement Service) agree a Memorandum of Understanding with UK SBS to deliver two major procurement categories (construction and research) across Government.

UK SBS currently manages £700m expenditure for its Contracting Authorities.

Our Contracting Authorities who have access to our services and Contracts are detailed [here](#).

Section 2 – About the Contracting Authority

UK Research and Innovation

Operating across the whole of the UK and with a combined budget of more than £6 billion, UK Research and Innovation represents the largest reform of the research and innovation funding landscape in the last 50 years.

As an independent non-departmental public body UK Research and Innovation brings together the seven Research Councils (AHRC, BBSRC, EPSRC, ESRC, MRC, NERC, STFC) plus Innovate UK and a new organisation, Research England.

UK Research and Innovation ensures the UK maintains its world-leading position in research and innovation. This is done by creating the best environment for research and innovation to flourish.

For more information, please visit: www.ukri.org

Section 3 - Working with the Contracting Authority.

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	Contracting Authority Name and address	UK Research and Innovation Polaris House North Star Ave Swindon SN2 1FL
3.2	Buyer name	James Mills
3.3	Buyer contact details	Research.tenders@uksbs.co.uk
3.4	Maximum value of the Opportunity	£138,000 excluding VAT
3.5	Process for the submission of clarifications and Bids	All correspondence shall be submitted within the Emptoris e-sourcing tool. Guidance Notes to support the use of Emptoris is available here. 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.

Section 3 - Timescales		
3.6	Date of Issue of Contract Advert and location of original Advert	Tuesday 30 th October 2018 Contracts Finder
3.7	Latest date/time ITQ clarification questions shall be received through Emptoris messaging system	Friday 9 th November 2018 14:00
3.8	Latest date/time ITQ clarification answers should be sent to all Bidders by the Buyer through Emptoris	Monday 12 th November 2018 14:00
3.9	Latest date/time ITQ Bid shall be submitted through Emptoris	Thursday 15 th November 2018 14:00
3.10	Anticipated Award date	Tuesday 20 th November 2018
3.11	Anticipated Contract Start date	Friday 23 rd November 2018
3.12	Bid Validity Period	60 Days

Section 4 – Specification

Single-Quad GC-MS System and a Triple-Quad GC-MSMS System

The GC-MS and the GC-MS/MS systems are to be of the highest spec available with the minimum specification as outlined below and most recent bench-top model of its class, suitable for quantification of low levels of analytes in complex matrices.

Systems to be complete with automatic injectors, trays and PCs suitable for the applications

Systems should include data system, software, libraries, installation and training.

A minimum of 1 year warranty/maintenance contract to be included in initial purchase price.

Applications are varied but typically include pesticides and persistent organic pollutants, flame retardants and fatty acids in a range of matrices.

Please note bids are to be for both systems as it is imperative that there is complete compatibility between the two instruments.

Glossary

- GC-MS-MS – Gas Chromatography Mass-Spectrometry-Mass Spectrometry
- Triple-Quad – Triple Quadrupole mass spectrometer for accurate determination of known compounds
- GC-MS- Gas Chromatography Mass-Spectrometry
- EI- electron Ionisation
- SIM – Selected Ion Monitoring
- MRM- Multiple reaction monitoring
- CI- Chemical ionisation

SINGLE-QUAD GC-MS SYSTEM

Mass-Spectrometry requirements

- High-efficiency EI source, but also capable of Chemical Ionisation (CI) source acquisition
- Electron energy range 5–241.5 eV
- Two filaments
- The highest possible sensitivity (at least 1.5 fg instrument limit of detection), accuracy and reproducibility
- Unit mass resolution
- Acquisition in Scan (Mass range 1.6 to 1050 u) combined and SIM mode
- Fast scan rate (~ 20,000 u/sec)
- Capable of collecting a large number of ions in SIM mode (60 ions × 100 groups)
- Long life electron multiplier (EM)
- Diffusion, turbo and mechanical pumps appropriated for the instrument specification
- 300:1 S:N with a 1 µL injection of a 0.1 pg/µL concentration sample of OFN
- Instrument controlled by data system software

- Automated, self-cleaning ion source. This is to be used without venting the instrument to increase efficiency and instrument performance - If this is not an off the shelf feature, the GC-MS must have the potential for this to be updated at a later date and the upgrade price shall be stated in the price schedule.

Gas Chromatography Requirements

- A GC bench-top system that can interface with MS or MS/MS
- A precise system that performs reproducible chromatography
- Sample introduction compatible with pyrolyses, thermal desorption and other third party devices
- Oven temperature range from +4 – 450 °C, supporting a wide range of ramps and plateaus (with possibility of negative ramping)
- Operates with helium or nitrogen as carrier gas with programmable constant flow or pressure
- Electronic pneumatic control (EPC) and auxiliary EPC modules
- Retention- time locking
- Multimode Inlet, capable of small and large volume injection, up to 1000 µL
 - Shall include hot and cold split and split-less, pulsed split and split-less, solvent vent, and direct inject mode.
 - Capable of operating with carbon dioxide
 - o Temperature range of -160 °C to 450 °C
 - o Solvent elimination calculator to assist in setting parameters for large-volume injection and to split away the solvent in large injection volumes
 - o Shall be able to operate at sub ambient temperature using liquid carbon dioxide (for use in thermolabile compounds) and then increase the temperature quickly
- Helium conservation switch to limit use of He when instrument is in standby mode - If this is not an off the shelf feature, the GC-MS must have the potential for this to be updated at a later date and the upgrade price shall be stated in the price schedule.
- Mid Column back flash - If this is not an off the shelf feature, the GC-MS must have the potential for this to be updated at a later date and the upgrade price shall be stated in the price schedule.

Automated sampler and tray

- We require an automated liquid sampler capable of inject samples in the GC, with additional sample preparation capabilities (i.e. Dilution, standard addition, and derivatization)
- Able to hold 250-µL and 500-µl syringes for use in sample preparation and large volume injections
- Dual simultaneous injection to increase throughput
- Priority sample capability where the sequence does not have to be stopped to add extra samples
- Combined with a large vial tray (150 samples)

TRIPLE-QUAD GC-MSMS SYSTEM

Mass-Spectrometry/Mass-Spectrometry requirements

- A MS/MS with the highest efficiency source capable of 0.5 fg instrument limit of detection
- In EI MRM, the signal to noise should be >30,00:1
- Dynamic Multiple Reaction Monitoring (dMRM) - with MRM speed of 800 transitions/sec and a minimum dwell time as low as a 0.5 msec
- Capable of converting time-segment-based methods to dMRM methods
- Robust MS/MS
- Capable of running SIM and scan methods, with a scan range: m/z 10 to 1,050
- Capable of fast scan speeds (up to 20,000 u/s) in combined scan/MRM mode for simultaneous analysis of non-target ions
- EI standard operation required (electron energy range-10 to 300 eV), but CI possible
- Non-coated, inert source, with a temperature range (150 to 350 °C)
- Two filaments for EI
- Quadrupole temperature 106 to 200 °C
- Manual and automatic tuning
- Triple axis detector capable of extending electron multiplier life
- Automated, self-cleaning ion source). This is to be used without venting the instrument to increase efficiency and instrument performance
- Easy to create our database or use manufacturers databases
- Instrument controlled by data system software

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The following apply to both the GC-MS and GCMS/MS Systems

Installation (incl. Service conditions and Environmental Factors).	<p>Equipment to be installed at:</p> <p>UK Research and Innovation - NERC CEH Lancaster Environment Centre Library Avenue Bailrigg Lancaster LA1 4AP</p> <p>The instruments are to be installed in an air-conditioned laboratory on the first floor at CEH Lancaster. A goods lift is available which will allow access to the laboratory for bench-top instruments. Trolleys and facilities staff will be on-hand for assistance.</p> <p>Electrical supply and gases requirements outlined in the instrument specification will be provided for by the UKRI - NERC prior to installation.</p>
Services	<p>The supplier will be expected to liaise with local IT in regards to imaging and networking the data system (ideally the PC needs to be wiped and imaged by local IT and the supplier's software re-installed and communication with instruments re-established).</p>
Data Systems	<p>Data systems provided must be capable of being networked to our LAN and be Windows 10 based. Local IT will require that the PC be wiped and</p>

	<p>imaged locally prior to re-installation of any provided software. If the PC requires a network card for instrument communication then a second network card must be provided to enable the PC to be networked to the site LAN.</p> <p>Any software provided is to be available to install on other PC's on site (for offline data processing). If the software is not free for multiple users then up to 6 licenses to be included in the purchase price.</p>
Software and Libraries	<p>Systems should have the following attributes</p> <p>Acquisition software</p> <p>Retention Time Locking</p> <p>Accurate mass for determination of unknowns</p> <p>Target deconvolution software and spectral matching for identification and quantitation of low level targets in complex matrices</p> <p>Data Identification and quantification Software, able to export to excel</p> <p>Mass Spectral Libraries, including NIST and any others provided by the manufacturers</p> <p>Provide databases including: pesticides, persistent organic pollutants, etc</p>
Training	<p>Operator training in basic operation, routine maintenance and data acquisition/processing is to be provided at installation for up to three operators and the trained analysts must be able to use the instrument unsupervised after this time included in the bid price</p> <p>Training is to take place using the supplied equipment and at the purchaser's laboratory.</p>
Service Maintenance and Support (including whole life support)	<p>The equipment is to be user-maintainable in the first instance but any warranty/maintenance contract is to include, as a minimum, an annual Preventive Maintenance visit by the supplier.</p> <p>After-sales advice service from applications specialists with regards setting up new methods etc.</p> <p>Typical response time to be less than 3 working days.</p> <p>Systems are expected to be reliable and appropriate for use for up to ten years after installation.</p>
User and Service Manuals	<p>Operator's manuals, in English, are to be provided for all of the equipment, these may be either physical hard-copy or PDF.</p> <p>Access to online help is regarded as a bonus and is not to be provided as an alternative to stand-alone manuals.</p>
Relevant Standards and	<p>Systems must comply with regulations (e.g. WEEE directives) and be provided/manufactured by an ISO9001 compliant supplier.</p>

Quality Assurance Requirements	<p>The equipment and software must be suitable for use in an ISO17025 accredited laboratory. The data system must provide appropriate traceability and security.</p> <p>CEH has ISO14001 approval and the equipment is to be as energy and waste-efficient as possible. Ideally suppliers should also be able to demonstrate ISO14001 approval.</p> <p>Systems must comply with all relevant Health and Safety regulations</p>
Warranty	<p>Initial warranty of one year covering faults or breakdown and to include visit and parts/labour and a typical response time to be less than 3 working days.</p>
Delivery location and date	<p>The equipment is to be delivered no later than 9th March 2019.</p> <p>UK Research and Innovation - NERC CEH Lancaster Environment Centre Library Avenue Bailrigg Lancaster LA1 4AP</p>
Security	<p>Supplier's staff or subcontractors will be expected to abide by site security regulations, this also includes site regulations regarding access to computers and installation of software, use of USB sticks etc.</p> <p>Suppliers are expected to manage commercially sensitive information appropriately.</p> <p>Supplier's staff are not to adjust any other equipment in the host laboratory.</p>

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 and the Contracting Authority and any specific external stakeholders the Contracting Authority deems 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 ($5+5+6 = 16 \div 3 = 5.33$))

Pass / fail criteria		
Questionnaire	Q No.	Question subject
Commercial	SEL1.2	Employment breaches/ Equality
Commercial	SEL3.11	Modern Slavery Act 2015
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 Part 1
Commercial	AW4.2	Contract Terms Part 2
Quality	AW6.1	Compliance to the Specification
Quality	AW6.2	Variable Bids
Quality	PROJ1.1	GC-MS Helium conservation switch
Quality	PROJ1.2	GC-MSMS Helium conservation switch
Quality	PROJ1.3	GC-MS Mid Column Backflush
Quality	PROJ1.4	GC-MSMS Mid Column Backflush
Quality	PROJ1.5	GC-MS Self-Cleaning Ion Source
Quality	PROJ1.6	GC-MSMS Self-Cleaning Ion Source
Quality	PROJ1.7	Maximum Budget

Scoring criteria			
Evaluation Justification Statement			
In consideration of this particular requirement the Contracting Authority has decided to evaluate Potential Providers by adopting the weightings/scoring mechanism detailed within this ITQ. The Contracting Authority 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	100%

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:

$$\text{Score} = \{\text{weighting percentage}\} \times \{\text{bidder's score}\} = 20\% \times 60 = 12$$

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: $\text{Score/Total Points multiplied by 50}$ ($80/100 \times 50 = 40$)

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. Responses received after the date indicated in the ITQ shall not be considered by the Contracting Authority, unless the Bidder can justify that the reason for the delay, is solely attributable to the Contracting Authority
- 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 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 the Contracting Authority is and what they want – a generic answer does not necessarily meet every Contracting Authority'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, concise and ideally generic 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 ensure that the Response and any documents accompanying it are in the English Language, the Contracting Authority reserve the right to disqualify any full or part responses that are not in English.
- 7.12 Do check and recheck your Bid before dispatch.

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

DO NOT

- 7.13 Do not cut and paste from a previous document and forget to change the previous details such as the previous buyer's name.
- 7.14 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.
- 7.15 Do not share the Procurement documents, they are confidential and should not be shared with anyone without the Buyers written permission.
- 7.16 Do not seek to influence the procurement process by requesting meetings or contacting UK SBS or the Contracting Authority to discuss your Bid. If your Bid requires clarification the Buyer will contact you. All information secured outside of formal Buyer communications shall have no Legal standing or worth and should not be relied upon.
- 7.17 Do not contact any UK SBS staff or the Contracting Authority staff without the Buyers written permission or we may reject your Bid.
- 7.18 Do not collude to fix or adjust the price or withdraw your Bid with another Party as we will reject your Bid.
- 7.19 Do not offer UK SBS or the Contracting Authority staff any inducement or we will reject your Bid.
- 7.20 Do not seek changes to the Bid after responses have been submitted and the deadline for Bids to be submitted has passed.
- 7.21 Do not cross reference answers to external websites or other parts of your Bid, the cross references and website links will not be considered.
- 7.22 Do not exceed word counts, the additional words will not be considered.
- 7.23 Do not make your Bid conditional on acceptance of your own Terms of Contract, as your Bid will be rejected.
- 7.24 Do not unless explicitly requested by the Contracting Authority either in the procurement documents or via a formal clarification from the Contracting Authority send your response by any way other than via e-sourcing tool. Responses received by any other method than requested will not be considered for the opportunity.

Some additional guidance notes

- 7.25 All enquiries with respect to access to the e-sourcing tool and problems with functionality within the tool must be submitted to Crown Commercial Service (previously Government Procurement Service), Telephone 0345 010 3503.
- 7.26 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 as part of the evaluation process.
- 7.27 Question numbering is not sequential and all questions which require submission are included in the Section 6 Evaluation Questionnaire.
- 7.28 Any Contract offered may not guarantee any volume of work or any exclusivity of supply.
- 7.29 We do not guarantee to award any Contract as a result of this procurement
- 7.30 All documents issued or received in relation to this procurement shall be the property of the Contracting Authority. / UKSBS.
- 7.31 We can amend any part of the procurement documents at any time prior to the latest date / time Bids shall be submitted through Emptoris.
- 7.32 If you are a Consortium you must provide details of the Consortiums structure.
- 7.33 Bidders will be expected to comply with the Freedom of Information Act 2000 or your Bid will be rejected.
- 7.34 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
- 7.35 Your bid will be valid for 60 days or your Bid will be rejected.
- 7.36 Bidders may only amend the contract terms during the clarification period only, only if you can demonstrate there is a legal or statutory reason why you cannot accept them. If you request changes to the Contract terms without such grounds and the Contracting Authority fail to accept your legal or statutory reason is reasonably justified we may reject your Bid.
- 7.37 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.
- 7.38 If you fail mandatory pass / fail criteria we will reject your Bid.
- 7.39 Bidders are required to use IE8, IE9, Chrome or Firefox in order to access the functionality of the Emptoris e-sourcing tool.
- 7.40 Bidders should note that if they are successful with their proposal the Contracting Authority 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

the Contracting Authority may decline to proceed with the award of the Contract to the successful Bidder.

- 7.41 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.
- 7.42 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, the Contracting Authority 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 the Contracting Authority 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.

- 7.43 The Government introduced its new Government Security Classifications (GSC) classification scheme on the 2nd April 2014 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. The link below to the Gov.uk website provides information on the new GSC:

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

The Contracting Authority 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](#)
- [Equalities Act introduction](#)
- [Bribery Act introduction](#)
- [Freedom of information Act](#)