

Request for Information

Question bank



Request for Information (RFI) for the UK Research and Innovation (UKRI)

Subject: London Institute of Medical Sciences Building Project

Sourcing Reference Number: CON18002 - RFI

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

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Registered Office Polaris House, North Star Avenue, Swindon, Wiltshire SN2 1FF
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Section 6 – Selection questionnaire

6.1 Introduction

The Selection questionnaires are located in the within the e-sourcing tool.

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

London Institute of Medical Sciences Building Project

CON18002 – RFI

RESTRICTED PROCEDURE

Bidder Guidance notes for completion for Parts 1, 2, 3 and definitions for all sections

1. The “authority” means the named Contracting Authority or anyone acting on behalf of the Contracting Authority that is seeking to invite suitable candidates to participate in this procurement process.
2. “You” / “Your” refers to the potential Supplier or Bidder completing this standard **Selection Questionnaire** i.e. the legal entity responsible for the information provided. The term “potential supplier” is intended to cover any economic operator as defined by the Public Contracts Regulations 2015 (**as amended**) (referred to as the “regulations”) and could be a registered company; the lead contact for a group of economic operators; charitable organisation; Voluntary Community and Social Enterprise (VCSE); Special Purpose Vehicle; or other form of entity.
3. Please ensure that all questions are completed in full, and in the format requested. If the question does not apply to you, please state ‘N/A’. Should you need to provide additional information in response to the questions, please submit a clearly identified annex.
4. The authority recognises that arrangements set out in section 1.2 of the standard Selection Questionnaire, in relation to a group of economic operators (for example, a consortium) and/or use of sub-contractors, may be subject to change and will, therefore, not be finalised until a later date. The lead contact should notify the authority immediately of any change in the proposed arrangements and ensure a completed Part 1 and Part 2 is submitted for any new organisation relied on to meet the selection criteria. The authority will make a revised assessment of the submission based on the updated information.
5. For Part 1 and Part 2 every organisation that is being relied on to meet the selection must complete and submit the self-declaration.
6. For answers to Part 3 - If you are bidding on behalf of a group, for example, a consortium, or you intend to use sub-contractors, you should complete all of the questions on behalf of the consortium and/ or any sub-contractors, providing one composite response and declaration.

The authority confirms that it will keep confidential and will not disclose to any third parties any information obtained from a named customer contact, other than to the Cabinet Office and/or contracting authorities defined by the regulations, or pursuant to an order of the court

or demand made by any competent authority or body where the authority is under a legal or regulatory obligation to make such a disclosure.

PLEASE NOTE THE QUESTIONS ARE NOT NUMBERED SEQUENTIALLY

Part 1: Potential supplier Information

Please answer the following questions in full. Note that every organisation that is being relied on to meet the selection shall complete and submit the Part 1 and Part 2 self-declaration.

Part 1	Potential Supplier Information	
Question Number	Question	Response
SEL1.1	<p>Bidders are required to complete the below table.</p> <p>Bidder guidance – The information should be based on the details of the organisation bidding (or organisation acting as lead contact where a consortium bid is being submitted).</p> <p>Scoring criteria – For information only;</p> <p>Full name of the potential supplier submitting the information Registered office address (if applicable) Registered website address (if applicable) Date of registration in country of origin Company registration number (if applicable) Charity registration number (if applicable) Head office DUNS number (if applicable) Registered VAT number Trading name(s) that will be used if successful in this procurement</p>	
SEL1.2	<p>Please select from the below options to indicate your trading status</p> <p>Bidder Guidance – the Bidder shall select from the following options;</p> <ul style="list-style-type: none"> i) a public limited company ii) a limited company iii) a limited liability partnership iv) other partnership v) sole trader vi) Third Sector vii) Other (Please Specify your trading status) <p>Scoring Criteria - For information only</p>	<ul style="list-style-type: none"> i) a public limited company ii) a limited company iii) a limited liability partnership iv) other partnership v) sole trader vi) Third Sector vii) Other (Please Specify your trading status)
SEL1.3	<p>If applicable, is your organisation registered with the appropriate professional or trade register(s) in the member state where it is established?</p> <p>Bidder Guidance – The bidder shall answer Yes or No Yes – If you responded yes, please provide the relevant details, including the registration number(s). No – No further information required N/A – Not applicable</p> <p>Scoring Criteria - For Information Only</p>	<p>Yes No N/A</p>

SEL1.4	<p>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?</p> <p>Bidder Guidance – The bidder shall answer Yes or No Yes – If you responded yes please provide additional details of what is required and confirmation that you have complied with this. No – No further information required</p> <p>Scoring Criteria – For Information Only</p>	<p>Yes No</p>
SEL1.5	<p>Please select from the below options to indicate whether any of the following classifications apply to you</p> <p>Bidder Guidance – The bidder shall select from the following options</p> <ul style="list-style-type: none"> i) Voluntary, Community and Social Enterprise (VCSE) ii) Micro, Small or Medium Enterprise (SME)* iii) Sheltered workshop iv) Other (Please Specify in the comments) <p>Bidder Guidance – See EU definition of SME: http://ec.europa.eu/enterprise/policies/sme/facts-figures-analysis/sme-definition/</p> <p>Scoring Criteria – For Information Only</p>	<ul style="list-style-type: none"> i) Voluntary, Community and Social Enterprise (VCSE) ii) Micro, Small or Medium Enterprise (SME)* iii) Sheltered workshop iv) Other (Please Specify in the comments)
SEL1.6	<p>Please detail information concerning Persons of Significant Control (PSC) by uploading an attachment with the following information;</p> <ul style="list-style-type: none"> i) Name; ii) Date of birth; iii) Nationality; iv) Country, state or part of the UK where the PSC usually lives; v) Service address; vi) The date he or she became a PSC in relation to the company (for existing companies the 6 April 2016 should be used); vii) Which conditions for being a PSC are met; <ul style="list-style-type: none"> - Over 25% up to (and including) 50%, - More than 50% and less than 75%, - 75% or more. - N/A <p>(Please enter N/A if none of the above are applicable)</p>	<ul style="list-style-type: none"> i) Name; ii) Date of birth; iii) Nationality; iv) Country, state or part of the UK where the PSC usually lives; v) Service address; vi) The date he or she became a PSC in relation to the company (for existing companies the 6 April 2016 should be used); vii) Which conditions for being a PSC are met; <ul style="list-style-type: none"> - Over 25% up to (and including) 50%, - More than 50% and less than

	<p>Bidder Guidance – The Bidder shall complete the below table. Guidance on PSC can be found at: https://www.gov.uk/government/publications/guidance-to-the-people-with-significant-control-requirements-for-companies-and-limited-liability-partnerships</p> <p>Scoring Criteria – For Information Only</p>	<p>75%,</p> <ul style="list-style-type: none"> - 75% or more. - N/A
SEL1.7	<p>Please provide details of your immediate Parent Company (if applicable) by completing the below table.</p> <p>Bidder Guidance – The bidder shall complete the table or answer N/A</p> <p>Scoring Criteria – For Information Only</p>	<ul style="list-style-type: none"> i) Full Name of Immediate Parent Company ii) Registered Office Address iii) Registration Number iv) Head Office DUNS number v) Head Office VAT Number
SEL1.8	<p>Please provide details of your Ultimate Parent Company (if applicable) by completing the below table.</p> <p>Bidder Guidance – The bidder shall complete the table or answer N/A</p> <p>Scoring Criteria – For Information Only</p>	<ul style="list-style-type: none"> i) Full Name of Ultimate Parent Company ii) Registered Office Address iii) Registration Number iv) Head Office DUNS number v) Head Office VAT Number

Please note: A criminal record check for relevant convictions may be undertaken for the preferred suppliers and the persons of significant in control of them.

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

Part 1	Bidding model	
Question Number	Question	Response
SEL1.9	<p>Are you bidding as the lead contact for a group of economic operators?</p> <p>Bidder Guidance – The Bidder Shall answer Yes or no</p> <p>Yes – If yes, please provide details listed in questions SEL1.10, and to SEL1.11, SEL1.12 Section 2 and 3.</p> <p>No – If no, and you are a supporting bidder, please provide the name of your group at SEL1.10 for</p>	<p>Yes No</p> <p>If yes, please provide details listed in questions SEL1.10, and to SEL1.11, SEL1.12 Section 2 and 3.</p> <p>If no, and you are a supporting bidder, please provide the name of your</p>

	reference purposes, and complete SEL 1.13. Scoring Criteria – For Information Only	group at SEL1.10 for reference purposes, and complete SEL 1.13.																																																												
SEL1.10	<p>Please provide the name and details of group of economic operators (if applicable)</p> <p>Bidder Guidance – the bidder shall include details of the following Name of group of economic operators and the proposed legal structure if the group of economic operators intends to form a named single legal entity prior to signing a contract, if awarded. If you do not propose to form a single legal entity, please explain the legal structure.</p> <p>Scoring Criteria – For Information Only</p>																																																													
SEL1.11	<p>Are you or, if applicable, the group of economic operators proposing to use sub-contractors?</p> <p>Bidder Guidance – The Bidder Shall answer yes or no</p> <p>Scoring Criteria – For Information Only</p>	<p>Yes No</p>																																																												
SEL1.12	<p>If you responded Yes to SEL1.11, please provide additional details for each subcontractor as follows as an attachment to this question, we shall ask them to complete this form as well; If you responded no- please select N/A</p> <table border="1"> <tr><td>Name</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>Registered address</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>Trading status</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>Company registration number</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>Head Office DUNS number (if applicable)</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>Registered VAT number</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>Type of organisation</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>SME (Yes/No)</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>The role each sub-contractor will take in providing the works and /or supplies e.g. key deliverables</td><td></td><td></td><td></td><td></td><td></td></tr> <tr><td>The approximate % of contractual obligations assigned to each sub-contractor</td><td></td><td></td><td></td><td></td><td></td></tr> </table>		Name						Registered address						Trading status						Company registration number						Head Office DUNS number (if applicable)						Registered VAT number						Type of organisation						SME (Yes/No)						The role each sub-contractor will take in providing the works and /or supplies e.g. key deliverables						The approximate % of contractual obligations assigned to each sub-contractor					
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SEL1.13	<p>Contact details and declaration</p> <p>I declare that to the best of my knowledge the answers submitted and information contained in this document are correct and accurate.</p> <p>I declare that, upon request and without delay I will provide the certificates or documentary evidence referred to in this document.</p>	<p>i) Contact Name ii) Name of Organisation iii) Role in Organisation iv) Phone Number v) E-mail Address vi) Postal Address vii) Signature (electronic is acceptable) viii) Date</p>																																																												

	<p>I understand that the information will be used in the selection process to assess my organisation's suitability to be invited to participate further in this procurement.</p> <p>I understand that the authority may reject this submission in its entirety if there is a failure to answer all the relevant questions fully, or if false/misleading information or content is provided in any section.</p> <p>I am aware of the consequences of serious misrepresentation.</p> <p>Bidder Guidance – Please complete the below table, by adding your signature you confirm that you understand the above statements.</p> <p>Scoring Criteria – Mandatory Pass / Fail</p>	
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Part 2: Exclusion Grounds

Please answer the following questions in full. Note that every organisation that is being relied on to meet the selection must complete and submit the Part 1 and Part 2 self-declaration.

Part 2	Grounds for mandatory exclusion	
Question number	Question	Response
SEL2.1	Regulations 57(1) and (2) The detailed grounds for mandatory exclusion of an organisation are set out on this web page , which should be referred to before completing these questions. Please indicate if, within the past five years you, your organisation or any other person who has powers of representation, decision or control in the organisation been convicted anywhere in the world of any of the offences within the summary below and listed on the webpage .	
SEL2.2	Participation in a criminal organisation Bidder Guidance – The bidder Shall answer Yes or No Yes – If you have answered Yes please provide further details as an attachment to this question; Date of conviction, specify which of the grounds listed the conviction was for, and the reasons for conviction, Identity of who has been convicted. When attaching documentation or web addresses please include the issuing authority and precise reference of the documents. No – Pass Scoring Criteria – Mandatory Pass/Fail	Yes No If Yes please provide details
SEL2.3	Corruption Bidder Guidance – The bidder Shall answer Yes or No Yes - If you have answered Yes please provide further details as an attachment to this question; Date of conviction, specify which of the grounds listed the conviction was for, and the reasons for conviction, Identity of who has been convicted. When attaching documentation or web addresses please include the issuing authority and precise reference of the documents. No – Pass Scoring Criteria – Mandatory Pass/Fail	Yes No If Yes please provide details at
SEL2.4	Fraud Bidder Guidance – The bidder Shall answer Yes or No	Yes No If Yes please

	<p>Yes – If you have answered Yes please provide further details as an attachment to this question; Date of conviction, specify which of the grounds listed the conviction was for, and the reasons for conviction, Identity of who has been convicted. When attaching documentation or web addresses please include the issuing authority and precise reference of the documents.</p> <p>No – Pass</p> <p>Scoring Criteria – Mandatory Pass/Fail</p>	provide details
SEL2.5	<p>Terrorist Offences or offences link to terrorist activities</p> <p>Bidder Guidance – The bidder Shall answer Yes or No</p> <p>Yes – If you have answered Yes please provide further details as an attachment to this question; Date of conviction, specify which of the grounds listed the conviction was for, and the reasons for conviction, Identity of who has been convicted. When attaching documentation or web addresses please include the issuing authority and precise reference of the documents.</p> <p>No – Pass</p> <p>Scoring Criteria – Mandatory Pass/Fail</p>	<p>Yes No</p> <p>If Yes please provide details</p>
SEL2.6	<p>Money laundering or Terrorist financing</p> <p>Bidder Guidance – The bidder Shall answer Yes or No</p> <p>Yes – If you have answered Yes please provide further details as an attachment to this question; Date of conviction, specify which of the grounds listed the conviction was for, and the reasons for conviction, Identity of who has been convicted. When attaching documentation or web addresses please include the issuing authority and precise reference of the documents.</p> <p>No – Pass</p> <p>Scoring Criteria – Mandatory Pass/Fail</p>	<p>Yes No</p> <p>If Yes please provide details</p>
SEL2.7	<p>Child Labour and other forms of trafficking in human beings</p> <p>Bidder Guidance – The bidder Shall answer Yes or No</p> <p>Yes – If you have answered Yes please provide further details as an attachment to this question; Date of conviction, specify which of the grounds listed the conviction was for, and the reasons for conviction, Identity</p>	<p>Yes No</p> <p>If Yes please provide details</p>

	<p>of who has been convicted. When attaching documentation or web addresses please include the issuing authority and precise reference of the documents.</p> <p>No – Pass</p> <p>Scoring Criteria – Mandatory Pass/Fail</p>	
SEL2.8	<p>Self-Cleaning</p> <p>If you have answered Yes to any of the Questions above have measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self-Cleaning)</p> <p>Bidder Guidance - The bidder shall provide evidence of all measures taken to demonstrate their self-cleaning. The information provided will be taken into account by the authority, in considering whether or not you will be permitted to proceed any further in respect of this procurement.</p> <p>Yes – Provide supporting information</p> <p>N/A – Not Applicable</p> <p>Scoring Criteria - Mandatory Pass/Fail</p>	<p>Yes N/A</p>
SEL2.9	<p>Regulation 57(3)</p> <p>Has it been established, for your organisation by a judicial or administrative decision having final and binding effect in accordance with the legal provisions of any part of the United Kingdom or the legal provisions of the country in which the organisation is established (if outside the UK), that the organisation is in breach of obligations related to the payment of tax or social security contributions?</p> <p>Bidder Guidance – The bidder shall answer Yes or No</p> <p>Yes – Fail No – Pass</p> <p>In the event of a bidder responding "Yes" they should provide further details as an attachment to this question. The attachment should also confirm you have paid, or have entered into a binding arrangement with a view to paying, the outstanding sum including where applicable any accrued interest and/or fines. Please Note: The authority reserves the right to use its sole discretion to exclude a potential supplier where it can demonstrate by any appropriate means that the potential supplier is in breach of its obligations relating to the non-payment of taxes or social security contributions.</p>	<p>Yes No</p>

	Scoring Criteria – Mandatory Pass/Fail	
SEL2.10	<p>Cyber Essentials</p> <p>Cyber Essentials is mandatory for central government contracts advertised after 1 October 2014 which involve handling personal information and providing certain ICT products and services. It is mandatory for bidders to demonstrate that they meet the technical requirements prescribed by Cyber Essentials for those contracts featuring any of the characteristics set out below in bidders' guidance.</p> <p>Cyber Essentials is for all organisations, of all sizes, and in all sectors. This is not limited to companies in the private sector, but is also applicable to universities, charities, and public-sector organisations.</p> <p>Further details are available at: https://www.cyberstreetwise.com/cyberessentials/</p> <p>Bidder Guidance – Any of the following characteristics will necessitate the mandatory requirement for bidders to have an up to date Cyber Essentials Certificate:</p> <ul style="list-style-type: none"> i) Where personal information of citizens, such as home addresses, bank details, or payment information is handled by a supplier. ii) Where personal information of Government employees, Ministers and Special Advisors such as payroll, travel booking or expenses information is handled by a supplier. iii) Where ICT systems and services are supplied which are designed to store, or process, data at the OFFICIAL level of the Government Protective Marking scheme. <p>Bidders can answer</p> <p>Yes – the Cyber Essential Certificate is currently in place</p> <p>No – the Cyber Essential Certificate is not in place and we have no intention of having it in place for commencement of the contract</p> <p>Intend – the Cyber Essential Certificate is not in place and we intend to have it in place for commencement of the contract.</p> <p>Scoring Criteria – Mandatory Pass/Fail</p>	<p>Yes No Intend</p> <p>A response of 'Yes' or 'Intend' will result in a pass and a response of 'No' will result in a fail against this question.</p>
SEL2.12	General Data Protection Regulations (GDPR)	Yes No

	<p>The GDPR is mandatory requirement for all contracts or agreements both in the Contracting Authority and the private sectors that involves the transfer and processing of personal data and comes into force on the 25th May 2018. It is mandatory for bidders to demonstrate that they will be able to meet the technical requirements and obligations prescribed by the GDPR, even if the contract or agreement is concluded prior to it coming into force, so as the contract is future proofed and complies with all aspects with the GDPR, this is mutually beneficial to both parties and saves the Contracting Authority and the bidder the additional burden of amending the contract or agreement once the GDPR comes into force. All contracts or agreements that are awarded by the Contracting Authority (the data controller) shall contain terms and conditions that oblige the successful bidder and any bidder supply chain (data processor) to comply with the GDPR and indemnify the Contracting Authority (data controller).</p> <p>Further information and guidance relating to the GDPR is available from the Information Commissioners Office (ICO) at: https://ico.org.uk/</p> <p>Bidder Guidance – Bidders can answer</p> <p>Yes – We will / are able to demonstrate compliance as is required by the GDPR now</p> <p>No – We will not be compliant prior to any award and we have no intention of being compliant</p> <p>Intend – We are not compliant with the GDPR but we confirm that we will be compliant prior to commencement of the contract.</p> <p>Scoring Criteria – Mandatory Pass/Fail</p>	<p>Intend</p> <p>A response of 'Yes' or 'Intend' will result in a pass and a response of 'No' will result in a fail against this question.</p>
SEL3.1	<p>Grounds for Discretionary Rejection</p> <p>The Contracting Authority is entitled to exclude you from further consideration if any of the below discretionary grounds apply but may decide to allow you to proceed further.</p> <p>If you cannot provide a compliant answer – (No) to the below questions, it is possible that your application might not be accepted.</p> <p>In the event that any of the below do apply by answering – (Yes), please provide an attachment to the question providing details of the relevant incident and any remedial action taken including self-cleaning that has been done. The information provided will be taken into account by the</p>	Yes

	<p>authority, in considering whether or not you will be permitted to proceed any further in respect of this procurement.</p> <p>The detailed grounds for discretionary exclusion of an organisation are set out on https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf which should be referred to before completing these questions.</p> <p>Please indicate if, within the past three years, anywhere in the world any of the following situations have applied to you, your organisation or any other person who has powers of representation, decision or control in the organisation.</p> <p>Bidder Guidance – Bidders shall answer Yes, they understand this requirement and the above guidance</p>	
SEL3.2	<p>Breach of Environmental Obligations</p> <p>Bidder guidance – The Bidder shall answer Yes or No</p> <p>Bidders answering No will be considered compliant</p> <p>Bidders answering Yes will be subject to review as to your suitability to be considered further, in respect of the procurement at the sole discretion of the authority. If you have answered Yes, explain what measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self-Cleaning)</p> <p>Scoring Criteria – Pass/Fail</p>	<p>Yes No</p> <p>If yes please provide details</p>
SEL3.3	<p>Breach of Social Obligations</p> <p>Bidder guidance – The Bidder shall answer Yes or No</p> <p>Bidders answering No will be considered compliant</p> <p>Bidders answering Yes will be subject to review as to your suitability to be considered further, in respect of the procurement at the sole discretion of the authority. If you have answered Yes, explain what measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self-Cleaning)</p> <p>Scoring Criteria – Pass/Fail</p>	<p>Yes No</p> <p>If yes please provide details</p>
SEL3.4	Breach of labour Law Obligations	Yes

	<p>Bidder guidance – The Bidder shall answer Yes or No</p> <p>Bidders answering No will be considered compliant</p> <p>Bidders answering Yes will be subject to review as to your suitability to be considered further, in respect of the procurement at the sole discretion of the authority. If you have answered Yes, explain what measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self-Cleaning)</p> <p>Scoring Criteria – Pass/Fail</p>	<p>No</p> <p>If yes please provide details</p>
SEL3.5	<p>Bankruptcy</p> <p>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>Bidder guidance – The Bidder shall answer Yes or No</p> <p>Bidders answering No will be considered compliant</p> <p>Bidders answering Yes will be subject to review as to your suitability to be considered further, in respect of the procurement at the sole discretion of the authority. If you have answered Yes, explain what measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self-Cleaning)</p> <p>Scoring Criteria – Pass/Fail</p>	<p>Yes</p> <p>No</p> <p>If yes please provide details</p>
SEL3.6	<p>Guilty of Grave Professional Misconduct</p> <p>Bidder guidance – The Bidder shall answer Yes or No</p> <p>Bidders answering No will be considered compliant</p> <p>Bidders answering Yes will be subject to review as to your suitability to be considered further, in respect of the procurement at the sole discretion of the authority. If you have answered Yes, explain what measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self-Cleaning)</p> <p>Scoring Criteria – Pass/Fail</p>	<p>Yes</p> <p>No</p> <p>If yes please provide details</p>

SEL3.7	<p>Distortion of Competition (Regulation 41)</p> <p>Entered into agreements with other economic operators aimed at distorting competition?</p> <p>Bidder guidance – The Bidder shall answer Yes or No</p> <p>Bidders answering No will be considered compliant</p> <p>Bidders answering Yes will be subject to review as to your suitability to be considered further, in respect of the procurement at the sole discretion of the authority. If you have answered Yes, explain what measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self-Cleaning)</p> <p>Scoring Criteria – Pass/Fail</p>	<p>Yes No</p> <p>If yes please provide details</p>
SEL3.8	<p>Conflict of Interest (Regulation 41)</p> <p>Aware of any conflict of interest within the meaning of Regulation 24 of the Public Contracts Regulations 2015 (as amended) due to the participation in this procurement procedure?</p> <p>Bidder guidance – The Bidder shall answer Yes or No</p> <p>Bidders answering No will be considered compliant</p> <p>Bidders answering Yes will be subject to review as to your suitability to be considered further, in respect of the procurement at the sole discretion of the authority. If you have answered Yes, explain what measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self-Cleaning)</p> <p>Scoring Criteria – Pass/Fail</p>	<p>Yes No</p> <p>If yes please provide details</p>
SEL3.9	<p>Prior Involvement in the Procurement Process</p> <p>Been involved in the preparation of the procurement procedure within the meaning of Regulation 41 of the Public Contracts Regulations 2015 (as amended)</p> <p>Bidder guidance: The Bidder shall answer Yes or No</p> <p>Bidders answering No will be considered compliant</p> <p>Bidders answering Yes will be subject to review as to your suitability to be considered further, in respect of the procurement at the sole discretion of the authority. If you have answered Yes, explain what measures been taken to</p>	<p>Yes No</p> <p>If yes please provide details</p>

	<p>demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self-Cleaning)</p> <p>Scoring Criteria – Pass/Fail</p>	
SEL3.10	<p>Prior Performance of Contract</p> <p>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?</p> <p>Bidder guidance – The Bidder shall answer Yes or No</p> <p>Bidders answering No will be considered compliant</p> <p>Bidders answering Yes will be subject to review as to your suitability to be considered further, in respect of the procurement at the sole discretion of the authority. If you have answered Yes, explain what measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self-Cleaning)</p> <p>Scoring Criteria – Pass/Fail</p>	<p>Yes No</p> <p>If yes please provide details</p>
SEL3.11	<p>Serious Misrepresentation</p> <p>The organisation is 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.</p> <p>Is the above Statement true of your organisation?</p> <p>Bidder Guidance – The bidder shall answer Yes or No</p> <p>Yes – If you have answered Yes, explain what measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self-Cleaning)</p> <p>No – Pass</p> <p>Scoring Criteria – Pass/Fail</p>	<p>Yes No</p> <p>If yes please provide details</p>
SEL3.12	<p>Withheld Information</p> <p>The organisation has withheld such information as described in SEL3.11</p>	<p>Yes No</p> <p>If yes please provide details</p>

	<p>Is the above Statement true of your organisation?</p> <p>Bidder Guidance – The bidder shall answer Yes or No</p> <p>Yes – If you have answered Yes, explain what measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self-Cleaning)</p> <p>No – Pass</p> <p>Scoring Criteria – Pass/Fail</p>	
SEL3.13	<p>Supporting Documentation</p> <p>The organisation is not able to submit supporting documents required under regulation 59 of the Public Contracts Regulations 2015 (as amended).</p> <p>Is the above Statement true of your organisation?</p> <p>Bidder Guidance – The bidder shall answer Yes or No</p> <p>Yes – If you have answered Yes, explain what measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self-Cleaning)</p> <p>No – Pass</p> <p>Scoring Criteria – Pass/Fail</p>	<p>Yes No</p> <p>If yes please provide details</p>
SEL3.14	<p>Influencing the Decision-Making Process</p> <p>The organisation has influenced the decision-making process of the Contracting Authority to obtain confidential information that may confer upon the organisation undue advantages in the procurement procedure, or to negligently provide misleading information that may have a material influence on decisions concerning exclusion, selection or award.</p> <p>Is the above Statement true of your organisation?</p> <p>Bidder Guidance – The bidder shall answer Yes or No</p> <p>Yes – If you have answered Yes, explain what measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self-Cleaning)</p> <p>No – Pass</p> <p>Scoring Criteria – Pass/Fail</p>	<p>Yes No</p> <p>If yes please provide details</p>

Part 3: Selection Questions¹

Part 3	Economic and Financial Standing	
Question Number	Question	Response
SEL4.1	<p>Audited Accounts</p> <p>Are you able to provide a copy of your audited accounts for the last two years, if requested?</p> <p>If no, can you provide one of the following;</p> <ul style="list-style-type: none"> a. A statement of the turnover, Profit and Loss Account/Income Statement, Balance Sheet/Statement of Financial Position and Statement of Cash Flow for the most recent year of trading for this organisation b. A statement of the cash flow forecast for the current year and a bank letter outlining the current cash and credit position. c. 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). <p>Bidder Guidance – The Contracting Authority will make a judgement based on the information provided to ascertain the financial stability of the Bidder. The Contracting Authority reserves the right to consider credit check information alongside the response to this question in order to ascertain the financial stability of the Bidder.</p> <p>Pass – The Contracting Authority considers the information provided demonstrates the financial stability of the Bidder is sufficient to be considered for this procurement.</p> <p>Fail – The Contracting Authority considers the information provided fails to demonstrate the financial stability of the Bidder is sufficient to be considered for this procurement. Bidders are invited to embed their attachments to this question in the 'Bidder response' section.</p> <p>Scoring Criteria – Mandatory Pass/Fail</p>	<p>Yes No</p>
SEL4.3	Are you part of a wider group (e.g. a subsidiary of a	Yes

	<p>holding/parent company)? If yes, please confirm the name of the company and its relationship to you.</p> <p>If yes, please confirm if you are able to provide parent company accounts if requested to at a later stage?</p> <p>If yes, would the ultimate / parent company be willing to provide a guarantee if necessary? If not, would you be able to obtain a guarantee elsewhere (e.g. from a bank?)</p> <p>Bidder Guidance – If this question does not apply, please respond "N/A".</p> <p>Please provide your response in the text box below</p> <p>The Contracting Authority will make a judgement based on the information provided to ascertain the financial stability of the Bidder.</p> <p>The Contracting Authority reserves the right to consider credit check information alongside the response to this question in order to ascertain the financial stability of the Bidder.</p> <p>Pass – The Contracting Authority considers the information provided demonstrates the financial stability of the Bidder is sufficient to be considered for this procurement.</p> <p>Fail – The Contracting Authority considers the information provided fails to demonstrate the financial stability of the Bidder is sufficient to be considered for this procurement.</p> <p>Bidders are invited to embed their attachments to this question in the 'Bidder response' section.</p> <p>Scoring Criteria – Mandatory Pass/Fail</p>	N/A
SEL4.4	<p>Insurances</p> <p>Please self-certify whether you already have, or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below:</p> <p>Employer's (Compulsory) Liability Insurance = £10m Public Liability Insurance = £10m Professional Indemnity Insurance = £10m Product Liability Insurance = £10m Contractors All Risk Insurance = £10m</p> <p>Bidder Guidance – It is a legal requirement that all companies hold Employer's (Compulsory) Liability</p>	Yes No

	<p>Insurance of £5 million as a minimum. Please note this requirement is not applicable to Sole Traders.</p> <p>The Bidder shall answer yes or no</p> <p>Yes – Pass No – Fail Intend – Pass</p> <p>Scoring Criteria – Mandatory Pass/Fail</p>	
SEL4.5	<p>Skills and Apprentices</p> <p>Public procurement of contracts with a full life value of £10 million and above and duration of 12 months and above should be used to support skills development and delivery of the apprenticeship commitment. This policy is set out in detail in Procurement Policy Note 14/15. Which can be found at</p> <p>https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/456805/27_08_15_Skills_Apprenticeships_PPN_vfinal.pdf</p> <p>Please confirm if you will be supporting apprenticeships and skills development through this contract.</p> <p>If yes, can you provide at a later stage documentary evidence to support your commitment to developing and investing in skills, development and apprenticeships to build a more skilled and productive workforce and reducing the risks of supply constraints and increasing labour cost inflation?</p> <p>Bidder Guidance – The bidder shall answer Yes or No</p> <p>Yes – You confirm you will be supporting apprenticeships and skills development through the contract and can provide evidence at a later stage to support your commitment to developing and investing in skills, development and apprenticeships to build a more skilled and productive workforce and reducing the risks of supply constraints and increasing labour cost inflation.</p> <p>No – You confirm you will not be support apprenticeships and Skills development.</p> <p>Scoring Criteria – For Information Only</p>	<p>Yes No</p>
SEL4.6	<p>Do you have a process in place to ensure that your supply chain supports skills, development and apprenticeships in line with Procurement Policy Note 14/15 and can provide evidence if requested?</p>	<p>Yes No</p>

	<p>Bidder Guidance – The Bidder shall answer Yes or No</p> <p>Yes – There is a process in place to ensure our supply chain supports skills, development and apprenticeships, and we can evidence on request.</p> <p>No – We do not have a process in place</p> <p>Scoring Criteria – For Information Only</p>	
SEL4.7	<p>Please describe the supply chain management systems, policies, standards and procedures you currently have in place to ensure robust supply chain management in relation to PPN16/15 - Procuring steel in major projects which can be found at</p> <p>https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/473545/PPN_16-15_Procuring_steel_in_major_projects.pdf</p> <p>Bidder Guidance – Bidder shall detail in the below text box or as an attachment</p> <p>Scoring Criteria – For Information Only</p>	
SEL4.10	<p>Suppliers' Past Performance in relation to PPN04/15 - Taking Account of Suppliers' Past Performance. https://www.gov.uk/government/publications/procurement-policy-note-0415-taking-account-of-suppliers-past-performance</p> <p>Can you supply a list of your relevant principal contracts for Supplies and/or Services provided in the last three years to in scope organisations?</p> <p>Bidder Guidance – The bidder shall answer Yes and supply the list as an attachment or No</p> <p>Yes – Bidders may, on request, be asked to provide a certificate from the customers on the list (or an explanation as to why they cannot provide a certificate) If the certificate states that supplies and /or services supplied were not satisfactory, bidders will be asked to supply information which shows why this will not recur in this contract if they are awarded it. Bidders may also be asked to supply this information for sub-contractors or consortium members that they will rely upon to perform this contract.</p> <p>No – please explain in an attachment why you cannot provide a list of your relevant principal contracts for Supplies and/or Services provided.</p>	<p>Yes No</p>

	Scoring Criteria - For Information Only.	
SEL5.2	<p>Sub-Contractors</p> <p>Where you intend to sub-contract a proportion of the contract, please demonstrate how you have previously maintained healthy supply chains with your sub-contractor(s)</p> <p>Evidence should include, but is not limited to, details of your supply chain management tracking systems to ensure performance of the contract and including prompt payment or membership of the UK Prompt Payment Code (or equivalent schemes in other countries)</p> <p>Bidder guidance – Free text</p> <p>Scoring Criteria – For Information Only</p>	
SEL5.3	<p>Modern Slavery</p> <p>Are you a relevant commercial organisation as defined by section 54 ("Transparency in supply chains etc.") of the Modern Slavery Act 2015("the Act")?</p> <p>Bidder guidance – Bidder shall confirm they are or are not a relevant commercial organisation as defined by section 54 of the Modern Slavery Act 2015 by answering Yes or No.</p> <p>Yes – Please provide an answer to SEL5.4 No – Please provide an explanation to SEL5.4</p> <p>Scoring Criteria – For Information Only</p>	<p>Yes No</p>
SEL5.4	<p>Modern Slavery</p> <p>If you have answered Yes to question SEL5.3 are you compliant with the annual reporting requirements contained within Section 54 of the Modern Slavery Act 2015?</p> <p>If you are subject to the Modern Slavery Act then it is a requirement of the Contracting Authority in its contractual terms, for you to comply with this obligation including the Contracting Authority's right of audit under any contract awarded.</p> <p>Bidder Guidance – The bidder shall respond Yes or No</p> <p>Yes – Please provide relevant URL or attachment. This submission must be compliant with the Modern Slavery Act to achieve a Pass.</p> <p>Intend – Please provide an explanation as an attachment.</p>	<p>Yes – Please provide relevant the url ...</p> <p>Intend – Please provide an explanation</p> <p>No</p>

	<p>If your organisation is not currently captured by the Modern Slavery Act and is not currently compliant, but will be prior to any contract award, as you will be captured by the Act upon the award then this will achieve a Pass.</p> <p>No – If your organisation is captured by the Modern Slavery Act and is not currently compliant, nor will it be prior to any contract award then this will result in a Fail</p> <p>If your organisation is not captured by the Modern Slavery Act please ensure that you provide a clear explanation to achieve a PASS. The Contracting Authority also actively encourages those organisations that are not captured by the Act to comply with the Spirit of the Act.</p> <p>Please note: It is of paramount importance that any organisation needs to thoroughly consider before submitting its response that having a UK subsidiary will not automatically mean that an overseas parent company is caught by the Modern Slavery Act, since a subsidiary may act completely independently of its parent or other group companies.</p> <p>Scoring Criteria – Mandatory Pass/Fail</p>	
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SEL5.5	Please self-certify that your organisation has a Health and Safety Policy that complies with current legislative requirements. These should consider not only where your organisation is based but also any needs that are required in the country of delivery of the procurement.
Bidder Guidance	The Bidder shall answer Yes or No Yes – Pass No – Fail
Scoring Criteria	Mandatory Pass / Fail
Bidder Response	Drop down menu - Yes / No

SEL5.6	Has your organisation or any of its Directors or Executive Officers been in receipt of enforcement/remedial orders in relation to the Health and Safety Executive (or equivalent body) in the last 3 years?
Bidder Guidance	<p>The Bidder Shall answer yes or no Yes – Fail* No – Pass</p> <p>If your answer to this question is “Yes”, please provide details in a separate Appendix 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>

	The Contracting Authority will not select bidder(s) that have been prosecuted or served notice under Health and Safety legislation in the last 3 years, unless the authority is satisfied that appropriate remedial action has been taken to prevent future occurrences/breaches.
Scoring Criteria	Mandatory Pass / Fail
Bidder Response	Drop down menu - Yes / No

SEL5.7	Has your organisation been convicted of breaching environmental legislation, or had any notice served upon it, in the last three years by any environmental regulator or authority (including local authority)?
Bidder Guidance	<p>The Bidder shall answer yes or no Yes – Fail* No – Pass</p> <p>If your answer to this question is “Yes”, please provide details in a separate Appendix of the conviction or notice and details of any remedial action or changes you have made as a result of conviction or notices served. The Contracting Authority will not select bidder(s) that have been prosecuted or served notice under environmental legislation in the last 3 years, unless the authority is satisfied that appropriate remedial action has been taken to prevent future occurrences/breaches.</p>
Scoring Criteria	Mandatory Pass / Fail
Bidder Response	Drop down menu - Yes / No

SEL5.8	If you use sub-contractors, do you have processes in place to check whether any of these organisations have been convicted or had a notice served upon them for infringement of environmental legislation?
Bidder Guidance	<p>The Bidder Shall answer yes or no Yes – Pass No – Fail</p>
Scoring Criteria	Mandatory Pass / Fail
Bidder Response	Drop down menu - Yes / No

SEL5.9	<p>In the last three years, has any finding of unlawful discrimination been made against your organisation by an Employment Tribunal, an Employment Appeal Tribunal or any other court (or in comparable proceedings in any jurisdiction other than the UK)? And/or;</p> <p>In the last three years, has your organisation had a complaint upheld following an investigation by the Equality and Human Rights Commission or its predecessors (or a comparable body in any jurisdiction other than the UK), on grounds of alleged unlawful discrimination?</p>
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Bidder Guidance	<p>The Bidder shall answer Yes or No Yes – Fail* No – Pass</p> <p>*If you have answered “yes” please provide, as an attachment to this question, 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 your organisation, please use the attachment to explain what action (if any) you have taken to prevent unlawful discrimination from reoccurring.</p> <p>You may be excluded if you are unable to demonstrate to the Contracting Authority’s satisfaction that appropriate remedial action has been taken to prevent similar unlawful discrimination reoccurring.</p>
Scoring Criteria	Mandatory Pass / Fail
Bidder Response	Drop down menu - Yes / No

SEL5.10	<p>If you use sub-contractors, do you have processes in place to check whether any of the circumstances in regards to the last three years, has any finding of unlawful discrimination been made against your subcontractors by an Employment Tribunal, an Employment Appeal Tribunal or any other court (or in comparable proceedings in any jurisdiction other than the UK)? And/or;</p> <p>In the last three years, has any of your subcontractors had a complaint upheld following an investigation by the Equality and Human Rights Commission or its predecessors (or a comparable body in any jurisdiction other than the UK), on grounds of alleged unlawful discrimination?</p>
Bidder Guidance	<p>The Bidder Shall answer yes or no Yes – Fail* No – Pass</p> <p>*If you have answered “yes” please provide, as an attachment to this question, 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 your sub-contractors, please use the attachment to explain what action (if any) you have taken to prevent unlawful discrimination from reoccurring.</p> <p>You may be excluded if you are unable to demonstrate to the Contracting Authority’s satisfaction that appropriate remedial action has been taken by your sub-contractors to prevent similar unlawful discrimination reoccurring.</p>
Scoring Criteria	Mandatory Pass / Fail
Bidder Response	Drop down menu - Yes / No

FOI1.1	FREEDOM OF INFORMATION ACT 2000 (FOIA) AND / OR ENVIRONMENTAL INFORMATION REGULATIONS 2004 (EIR) Information provided in the course of the procurement process may be disclosed under Freedom of Information Act 2000 or Environmental Information Regulations 2004. Please note that some of the information provided may be protected under the FOIA exemptions and EIR exceptions. More information on applying the exemptions or exceptions can be found under the Information Commissioners Office (ICO) website http://ico.org.uk Please confirm you have been informed that information provided under this Bid may be disclosed under the FOIA and EIR and agree to it being published.
Bidder Guidance	The Bidder shall answer Yes or No Yes – Pass No – Fail
Scoring Criteria	Mandatory Pass / Fail
Bidder Response	Drop down menu - Yes / No

FOI1.2	FREEDOM OF INFORMATION ACT 2000 AND / OR ENVIRONMENTAL INFORMATION REGULATIONS 2004 EXEMPTIONS Please complete this section <u>only</u> if you have agreed for your information to be disclosed under the FOIA or EIR in FOI1.1 If you have not agreed for your information to be disclosed under the FOIA or EIR in Question FOI1.1 please complete the table 'N/A' (not applicable) If you have agreed for your information to be disclosed under the FOIA or EIR in Question FOI1.1 please tell us what exemptions or exceptions may apply to your information and why? If you are not relying on any exemptions or exceptions please complete each field 'N/A' (not applicable).	
Bidder Guidance	The Bidder shall provide details of their proposed exemptions/exception in the table below. The Bidder shall note that if the Contracting Authority believes that the suggested exemptions or exceptions have not been applied properly, the Contracting Authority will disclose the requested information unless another exemption or exception can be applied by the Contracting Authority. Be aware that by completing FOI1.1 and answering 'yes' you have agreed for the Contracting Authority to disclose the provided information under the Freedom of Information Act 2000 or Environmental Information Regulation 2004, therefore you will not be approached for consent.	
Scoring Criteria	For information only	
Bidder Response	Confidential Information	Justification for exemption/exception under FOIA / EIR
	Commercially sensitive information	Justification for exemption/exception under FOIA / EIR

Part 4: Quality Questions

PROJ1.1	<p><u>Case Studies</u></p> <p>As part of your response to Quality Questions PROJ1.2 – PROJ1.10, you will be asked to relate your experience back to relevant case studies.</p> <p>In order to ensure that your Quality Question responses are succinct and answer all the necessary points detailed we are requesting that case studies that your responses relate back to are submitted within PROJ1.1</p>
Bidder Guidance	<p>Please provide details of contract case studies, in any combination from either the public or private sector; that are relevant to our requirement. Contracts may be from the past seven years, and can be contracts currently in progress (if so please advise current stage)</p> <p>Case studies should be used by the bidders to demonstrate previous experience for Part 4 – Quality Questions (PROJ1.2 – PROJ1.10) within this document (Only one case study can be referenced per question. Where applicable, bidders can use a case study against multiple questions).</p> <p>Case Studies should include as a minimum:</p> <ul style="list-style-type: none"> - Client & Project Title - Location - Contract Value - Nature of works - Outline programme - Procurement Route & Form of Contract - Client reference & contact details <p>The named contact provided should be able to provide written evidence to confirm the accuracy of the information provided.</p> <p>Consortia bids should provide relevant examples of where the consortium has delivered similar requirements. If this is not possible (e.g. the consortium is newly formed or a Special Purpose Vehicle is to be created for this contract) then three separate examples should be provided between the principal member(s) of the proposed consortium or Special Purpose Vehicle (three examples are not required from each member).</p> <p>Where the Supplier is a Special Purpose Vehicle, or a managing agent not intending to be the main provider of the supplies or services, the information requested should be provided in respect of the main intended provider(s) or sub-contractor(s) who will deliver the contract.</p> <p>The Bidder shall ensure all case studies comply with the requirements of having a similar scope and / or value to this procurement are still running or have been completed in the last seven years.</p> <p>An attachment is allowed for this question</p> <p>Each case study is limited to 3 sides of A4, font 12pt Arial, to include all pictures, graphs, tables etc.</p>

	Bidders are asked to confirm that they have attached their response as a PDF attachment to this question
Scoring Criteria	For Information Only
Bidder Response	<p>Drop Down List</p> <p>I can confirm I have attached 1 Case Study</p> <p>I can confirm I have attached 2 Case Studies</p> <p>I can confirm I have attached 3 Case Studies</p> <p>I can confirm I have attached 4 Case Studies</p> <p>I can confirm I have attached 5 Case Studies</p> <p>I can confirm I have attached 6 Case Studies</p> <p>I can confirm I have attached 7 Case Studies</p> <p>I can confirm I have attached 8 Case Studies</p> <p>I can confirm I have attached 9 Case Studies</p>

PROJ1.2	<p><u>Working within a “live” environment</u></p> <p>With reference to previous projects, please demonstrate your experience of working within a ‘live’ academic research campus or hospital environment and your recognition of the activity required to maintain safety to all campus users and members of the public, plus uninterrupted use of existing facilities for research purposes.</p>
Bidder Guidance	<p>Based on a case study provided within question PROJ1.1, bidders are asked to provide details of their approach to managing all aspects of a major project in terms of public interface, environmental issues such as noise, dust and vibration, communication, and maintaining standards throughout the works. You should also demonstrate how you addressed Health & Safety Issues on these site(s).</p> <p>Bidders are also asked to provide evidence of how traffic management plans were developed, agreed with stakeholders, monitored and controlled during construction activities.</p> <p>Responses should also include as a minimum;</p> <ul style="list-style-type: none"> • How construction traffic was segregated from building users / public • Management of shared access for construction traffic and building user deliverables. • Management of construction waste • Management of environmental impact (noise, dust, vibration, etc.). <p>An attachment is allowed for this question</p> <p>This question is limited to 6 sides of A4, font 12pt Arial, to include all pictures, graphs, tables etc. Any additional content provided beyond this will not be considered or scored during the evaluation process.</p> <p>Bidders are asked to confirm that they have attached their response as a PDF attachment to this question</p>
Scoring Criteria	<p>Scoring will be based on the 0 – 100 scoring methodology</p> <p>Maximum Score = 15% of overall bid</p>
Bidder Response	Yes, I have attached my response as a PDF to PROJ1.2

PROJ1.3	<p><u>Programme</u></p> <p>With reference to previous projects please demonstrate your experience of meeting a challenging programme for a complex facility, and meeting client expectations.</p>
Bidder Guidance	<p>Based on a case study provided within question PROJ1.1, bidders are asked to provide evidence of previously achieving a challenging programme which includes how key programme milestones were achieved and any mitigation measures that were introduced to control the critical path.</p> <p>Bidders should highlight the final stages of their programme and demonstrate how the building was successfully commissioned, how a de-snagged building with minimal defects was provided, complete with the necessary record information and training to users and end-user staff members.</p> <p>An attachment is allowed for this question</p> <p>This question is limited to 4 sides of A4, font 12pt Arial to include all pictures, graphs, tables etc. Any additional content provided beyond this will not be considered or scored during the evaluation process.</p> <p>Bidders are asked to confirm that they have attached their response as a PDF attachment to this question</p>
Scoring Criteria	<p>Scoring will be based on the 0 – 100 scoring methodology</p> <p>Maximum Score = 10% of overall bid</p>
Bidder Response	Yes, I have attached my response as a PDF to PROJ1.3

PROJ1.4	<p><u>Stakeholder Management</u></p> <p>The MRC LMS is located within the Hammersmith Hospital Campus, and is neighboured by multiple stakeholders including the Burlington Danes Academy School, Linford Christie Stadium, healthcare and academic research facilities, residential areas and highways. With reference to previous projects, bidders should provide details of their experience in maintaining good communication with surrounding neighbours and how this was structured, delivered and maintained.</p>
Bidder Guidance	<p>Based on a case study provided within question PROJ1.1, bidders are asked to evidence of your previous stakeholder engagement.</p> <p>Bidders should highlight how they have previously managed and controlled multiple stakeholders within a close proximity to construction activity, focussing on the following as a minimum:</p> <ul style="list-style-type: none"> • Communication procedures • Ensuring supply chain adhere to site procedures • Key Performance Indicators • Ensuring surrounding stakeholders adhere to your companies Health & Safety procedures. • How stakeholder engagement was managed, monitored, controlled, reported and any corrective actions introduced during the construction

	<p>period.</p> <p>An attachment is allowed for this question</p> <p>This question is limited to 4 sides of A4, font 12pt Arial to include all pictures, graphs, tables etc. Any additional content provided beyond this will not be considered or scored during the evaluation process.</p> <p>Bidders are asked to confirm that they have attached their response as a PDF attachment to this question</p>
Scoring Criteria	<p>Scoring will be based on the 0 – 100 scoring methodology</p> <p>Maximum Score = 10% of overall bid</p>
Bidder Response	Yes, I have attached my response as a PDF to PROJ1.4

PROJ1.5	<p><u>Utility Infrastructure Services Management.</u></p> <p>This project will connect to multiple campus wide infrastructure services. With reference to previous projects, please provide details of how service connections have previously been successfully managed.</p>
Bidder Guidance	<p>Based on a case study provided within question PROJ1.1, bidders are asked to provide evidence of the following:</p> <ul style="list-style-type: none"> • Installation of services within a congested site • Collaboration with statutory undertakers (UKPN, Thames Water, National Grid etc) • Collaboration with Client apparatus i.e. District Heating, ICT network • Successfully working around existing services ensuring no damage to 'live' apparatus. • Maintaining safety to public and surrounding neighbours during the works. <p>An attachment is allowed for this question</p> <p>This question is limited to 4 sides of A4, font 12pt Arial to include all pictures, graphs, tables etc. Any additional content provided beyond this will not be considered or scored during the evaluation process.</p> <p>Bidders are asked to confirm that they have attached their response as a PDF attachment to this question</p>
Scoring Criteria	<p>Scoring will be based on the 0 – 100 scoring methodology</p> <p>Maximum Score = 5% of overall bid</p>
Bidder Response	Yes, I have attached my response as a PDF to PROJ1.5

PROJ1.6	<p><u>Adding value</u></p> <p>With reference to previous projects please advise how your organisation provided added value through the design and construction process to ensure that the client's requirements were delivered to a high standard and in line with their specification and requirements. Please make specific reference to where</p>
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	your organisation added value beyond expectation.
Bidder Guidance	<p>Based on a case study provided within question PROJ1.1, bidders are asked to provide the following information with respective evidence as a minimum;</p> <ul style="list-style-type: none"> • Highlighting key risks and advising on suitable mitigation strategies. • Value Engineering opportunities highlighted and incorporated into the design. • SMART construction techniques to reduce cost and programme • Supply chain partnering to validate design intent, cost and programme. • Process undertaken to achieve best value for the Client during subcontractor appointments in the second stage. <p>An attachment is allowed for this question</p> <p>This question is limited to 6 sides of A4, font 12pt Arial to include all pictures, graphs, tables etc. Any additional content provided beyond this will not be considered or scored during the evaluation process.</p> <p>Bidders are asked to confirm that they have attached their response as a PDF attachment to this question</p>
Scoring Criteria	<p>Scoring will be based on the 0 – 100 scoring methodology</p> <p>Maximum Score = 15% of overall bid</p>
Bidder Response	Yes, I have attached my response as a PDF to PROJ1.6

PROJ1.7	<p><u>Operation & maintenance manuals/BIM</u></p> <p>With reference to previous projects, please advise where electronic operation & maintenance manuals and record drawings have been successfully implemented including successful handover of a federated Level 2 BIM Model</p>
Bidder Guidance	<p>Based on a case study provided within question PROJ1.1, bidders are asked to provide your understanding of the timely provision of draft and final versions of electronic O&M manuals, and the control measures proposed. Also details of how interaction with Client facilities teams ensured the BIM model captured requirements and proved a useful tool for management of the new facility.</p> <p>An attachment is allowed for this question</p> <p>This question is limited to 2 sides of A4, font 12pt Arial to include all pictures, graphs, tables etc. Any additional content provided beyond this will not be considered or scored during the evaluation process.</p> <p>Bidders are asked to confirm that they have attached their response as a PDF attachment to this question</p>
Scoring Criteria	<p>Scoring will be based on the 0 – 100 scoring methodology</p> <p>Maximum Score = 5% of overall bid</p>
Bidder Response	Yes, I have attached my response as a PDF to PROJ1.7

PROJ1.8	<u>PCSA Commercial Approach</u>
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	With reference to previous projects please advise where you have successfully implemented a two stage 'open book' tendering approach. Please summarise your previous approach to this procurement route and how you successfully ensured all packages were competitively tendered, and the Client received a competitive price within their initial budget.
Bidder Guidance	<p>Based on a case study provided within question PROJ1.1, bidders are asked to provide the following information as a minimum;</p> <ul style="list-style-type: none"> • Collaborative approach to cost plan review and early identification of cost pressures and proposed control strategies. • Setting appropriate package procurement strategy including tender event schedule • Value Engineering and risk management in order to develop the design to align with budget. • Summary of commercial resource and resourcing levels (FTE) during the second stage that were used for a similar scope and value • How you have previously ensured Client sign-off on the proposed supply chain. • Previous evidence of successfully procuring all sub-contractor packages within the clients' budget. • Due diligence of supply chain to ensure they have sufficient financial stability, experience and required insurances to undertake the project. • Collaborative working with a project cost consultant to agree a contract sum within the Client's budget <p>An attachment is allowed for this question</p> <p>This question is limited to 6 sides of A4, font 12pt Arial to include all pictures, graphs, tables etc. Any additional content provided beyond this will not be considered or scored during the evaluation process.</p> <p>Bidders are asked to confirm that they have attached their response as a PDF attachment to this question</p>
Scoring Criteria	<p>Scoring will be based on the 0 – 100 scoring methodology</p> <p>Maximum Score = 15% of overall bid</p>
Bidder Response	Yes, I have attached my response as a PDF to PROJ1.8

PROJ1.9	<p><u>Design Validation</u></p> <p>The current Design Team will be retained as Client Advisor, but the Main Contractor will be expected to review and validate the existing design, and then take full design responsibility under the terms of the main contract, within a tight PCSA timescale as per the expected contract durations shown in the RFI document. With reference to previous projects please advise where you have successfully assumed responsibility for a design where an incumbent designer has not been novated, and further developed and completed this design during construction and handover.</p>
Bidder Guidance	Based on a case study provided within question PROJ1.1, bidders are asked to provide the following information as a minimum;

	<ul style="list-style-type: none"> • Approach to initial review and validation of design within tight timescales of a PCSA period • Approach to identification and appointment of design consultants including specialist appointments • Approach to interaction with Client-side design team for review & sign offs • Approach to proposed design changes, including interaction with Client-side design team • Approach to any required corrections to the design <p>An attachment is allowed for this question</p> <p>This question is limited to 6 sides of A4, font 12pt Arial to include all pictures, graphs, tables etc. Any additional content provided beyond this will not be considered or scored during the evaluation process.</p> <p>Bidders are asked to confirm that they have attached their response as a PDF attachment to this question</p>
Scoring Criteria	<p>Scoring will be based on the 0 – 100 scoring methodology</p> <p>Maximum Score = 10% of overall bid</p>
Bidder Response	Yes, I have attached my response as a PDF to PROJ1.9

PROJ1.10	<p><u>Experience of Central Biological Services (CBS) facilities</u></p> <p>The new building contains a CBS facility which has strict guidelines for design, and specific requirements in terms of environmental controls, specialist equipment, vibration & acoustic requirements and testing & commissioning, to ultimately achieve Home Office licensing. Please summarise your previous approach to successful design and construction of CBS facilities. If the bidder has no experience in CBS facilities they will be expected to demonstrate their approach to successful design and construction of a similarly complex facility.</p>
Bidder Guidance	<p>Based on a case study provided within question PROJ1.1, bidders are asked to provide the following information as a minimum;</p> <ul style="list-style-type: none"> • Compliance with UK legislation used to regulate and provide guidelines for all work associated with CBS facilities • The systematic review and documentation process, to signifying that all components and systems have been installed, inspected, functionally tested and verified to meet the required CBS requirements. • The commissioning process with the necessary level of confidence that the mechanical, electrical, plumbing, structure, containment and decontamination systems, and security and alarm systems will operate as designed. <p>An attachment is allowed for this question</p> <p>This question is limited to 6 sides of A4, font 12pt Arial, to include all pictures, graphs, tables etc. Any additional content provided beyond this will not be considered or scored during the evaluation process.</p> <p>Bidders are asked to confirm that they have attached their response as a PDF</p>

	attachment to this question
Scoring Criteria	Scoring will be based on the 0 – 100 scoring methodology Maximum Score = 15% of overall bid
Bidder Response	Yes, I have attached my response as a PDF to PROJ1.10