**Annex 7 - GLOSSARY**

**Contract** means a legally binding agreement offered following a successful Tender for the Fosse Park Travel Consultancy Services made between The Crown Estate and a Supplier in the form set out Appendix C;

**Contracts Notice** means a notification to let the market know about a new procurement opportunity;

**Data Protection Legislation** means the UK GDPR (the retained EU law version of the General Data Protection Regulation ((EU) 2016/679) as defined in the Data Protection, Privacy and Electronic Communications (Amendments etc) (EU Exit) Regulations 2019 as amended from time to time) and the Data Protection Act 2018;

**Environmental Information Regulations** means the Environmental Information Regulations 2004 together with any guidance and/or codes of practice issued by the Information Commissioner or relevant Government department in relation to such regulations;

**FaTS** means the Contracts Finder service available at: [Contracts Finder - GOV.UK (www.gov.uk)](https://www.gov.uk/contracts-finder);

**Freedom of Information Act** or **FOIA** means the Freedom of Information Act 2000 as amended and any subordinate legislation made thereunder from time to time together with any guidance and/or codes of practice issued by the Information Commissioner or relevant Government department in relation to such legislation;

**Invitation to Tender** or **ITT** means an invitation to tender inviting the submission of Tenders for the Harvesting Processing and Extracting Services;

**Lead Member** means the lead organisation that acts as a point of contact for the procurement where multiple organisations are acting jointly to meet the requirements in this procurement (eg as a consortium, joint venture, special purpose vehicle;

**Regulations** means the Public Contract Regulations 2015 (as amended);

**Scope of Services** means the services as detailed in the Contract and Maps as Annexed at C;

**Selection Questionnaire** (SQ) means – A questionnaire issued by contracting authorities to prospective bidders interested in securing public sector works, supply or services contracts as a way of short-listing interested parties which meet the applicable Selection criteria;

**Services** means –

**Submission Deadline** means – the time by which the tender must be submitted through the Tender Portal as set out Section 1 of the ITT documents;

**Tender** means a Tenderer’s formal offer in response to the Invitation to Tender;

**Tender Portal** means The Crown Estate e tendering portal at www.sourcedogg.com;

**Tenderer** means any organisation that submits a Tender and for the avoidance of doubt, includes all entities within any bidder consortium;

**TUPE** means the Transfer of Undertakings (Protection of Employment) Regulations 2006 (as amended);