

Declaration 1: Statement of non-collusion

To: Department for Energy Security & Net Zero

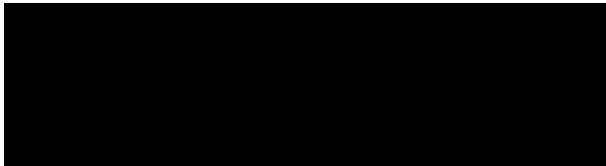
1. We certify that this bid has been not fixed or adjusted the amount of the bid or our rates and prices included therein by or in accordance with any agreement or arrangement with any other person.

2. We also certify that we have not done and undertake not to do at any time before the hour and date specified for the return of this proposal any of the following acts:

a. communicate to any person other than the Department the amount or approximate amount of our bid, except where the disclosure, in confidence, of the approximate amount is necessary to obtain any insurance premium quotation required for the preparation of this bid;

b. offer or pay or give or agree to pay or give any sum of money, inducement or valuable consideration directly or indirectly to any person doing or having done or causing or having caused to be done, in relation to any other actual or bid for the contract any act, omission or thing of the kind described above.

3. In this certificate, the word “person” shall include any person, body or association, corporate or unincorporated; and “any agreement or arrangement” includes any such information, formal or informal, whether legally binding or not.



.....
Signature (duly authorised on behalf of the tenderer)

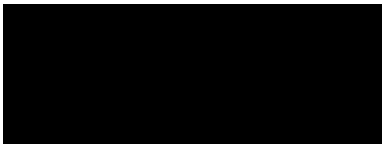


UK Research and Innovation as represented by the British Geological Survey

.....
Date 04/06/2024

Declaration 2: Conflict of Interest

I have nothing to declare with respect to any current or potential interest or conflict in relation to this research (or any potential providers who may be subcontracted to deliver this work, their advisers or other related parties). By conflict of interest, I mean, anything which could be reasonably perceived to affect the impartiality of this research, or to indicate a professional or personal interest in the outcomes from this research.

Signed ... 

Name 

Position 

Declaration 3: Standard Selection Questionnaire

Financial Credit Checks:

DESNZ use Dun & Bradstreet to assist them with their financial due diligence and will request Dun and Bradstreet to provide comprehensive reports on the preferred bidder where the opportunity being contracted for exceeds £1M (excluding VAT).

DESNZ will review the Dun and Bradstreet report prior to notifying bidder of the result of the procurement and may need to check that the information within the report is correct. DESNZ may also request the latest accounts and financial information from the preferred bidder.

Suppliers assessed with a high financial risk status may not be awarded a contract at this stage we will revert to the bidder to discuss further.

Potential Supplier Information and Exclusion Grounds: Part 1 and Part 2.

The standard Selection Questionnaire is a self-declaration, made by you (the potential supplier), that none of the grounds for exclusion apply⁵. If any of the grounds for exclusion do apply, there is an opportunity to explain the background and any measures you have taken to rectify the situation (we call this self-cleaning).

We require all the organisations that form part of your bidding group/consortium and each subcontractor that you are relying on to meet the selection criteria, to provide a completed Part 1 and Part 2. This means that where you are joining a group of organisations, including joint ventures and partnerships, each organisation in that group must complete one of these self-declarations. Subcontractors that you rely on to meet the selection criteria must also complete a self-declaration (although subcontractors that are not relied upon do not need to complete the self-declaration). A completed declaration of Part 1 and Part 2 provides a formal statement that the organisation making the declaration has not breached any of the exclusion grounds.

When completed, this form is to be sent back to the contact point given in the procurement documents along with the selection information requested in the procurement documentation.

Supplier Selection Questions: Part 3

The procurement documents will provide instructions on the selection questions you need to respond to and how to submit those responses. If you are bidding on behalf of a group/consortium or intend to use subcontractors, you should complete all the selection questions on behalf of the group/consortium and/or any subcontractors.

If the relevant documentary evidence referred to in the Selection Questionnaire is not provided upon request and without delay, we reserve the right to withdraw the bidder's proposal.

Consequences of misrepresentation

If you seriously misrepresent any factual information in filling in the Selection Questionnaire, and so induce an authority to enter into a contract, there may be significant consequences. You may be excluded from the procurement procedure, and from bidding for other contracts for three years. If a contract has been entered into, you may be sued for damages and the contract may be rescinded. If fraud, or fraudulent intent, can be proved, you or your responsible officers may be prosecuted and convicted of the offence of fraud by false representation, and you must be excluded from further procurements for five years.

Notes for completion

1. The "authority" means the 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 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 (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 subcontractors, 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. The authority may decline to consider bids (or otherwise exclude from participating in the procurement) from suppliers who are constituted or organised under the law of Russia or Belarus, or whose 'Persons of Significant Control' information states Russia or Belarus as the place of residency, unless the supplier (or any member of their supply chain they rely on to deliver the contract):
 - Is registered in the UK or in a country the UK has a relevant international agreement with reciprocal rights of access to public procurement; and/or
 - Has significant business operations in the UK or in a country the UK has a relevant international agreement with reciprocal rights of access to public procurement.
6. For Part 1 and Part 2 every member of your bidding group/consortium, and any subcontractor that is being relied on to meet the selection criteria, must complete and submit the self-declaration.
7. For the mandatory exclusion grounds only (Q2.1(a)), you must complete the declaration for all relevant persons and entities. There are two categories of persons and entities:
 - members of your administrative, management or supervisory board;
 - entities and persons who have powers of representation, decision or control.

You must decide, depending on the nature and structure of the entity or person who is bidding, which entities and persons this applies to in your particular circumstances. Clearly, members of your administrative, management or supervisory board should be easily identifiable and will cover company directors (or equivalent for other types of corporate entities) and members of an executive board.

The second category of those with powers of representation, decision or control, is likely to be more complicated. As an illustration, entities or persons with 25% or more shareholding (or equivalent for other types of corporate entities) are likely to have powers or representation, decision or control, although those with a lower shareholding may still have the relevant powers depending on their particular rights. Similarly, your ultimate parent company (or equivalent for other types of corporate entities) is likely to have powers of representation, decision or control. Depending on your particular structure, intermediate parent companies who do not have a direct shareholding, directors or members of an executive board of your immediate parent company (for example in the case of an SPV set up specifically to bid for a particular contract), and holders of mortgages or liens may be covered. It isn't necessary to identify which entities and persons you think are covered but you must be satisfied that your declaration is made in respect of all of those that are covered.

8. All subcontractors are required to complete their own Part 1 and Part 2⁶.

9. For answers to Part 3 - If you are bidding on behalf of a group/consortium, and/or any subcontractors, you should complete all of the questions on behalf of the group/consortium and/or any subcontractors, 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.

10. The Public Procurement Review Service allows government suppliers and potential government suppliers to raise concerns anonymously about unfair public sector procurement practice. The government can then investigate and resolve these concerns for contracting authorities as listed in Schedule 1 of the Public Contracts Regulations 2015. To use the Public Procurement Review Service, read the terms and email publicprocurementreview@cabinetoffice.gov.uk or phone 0345 010 3503.

Part 1: Your Information and the Bidding Model

You must answer all questions in Part 1 and Part 2, and ensure that every organisation on which you will rely to meet the selection criteria, completes and submits their own answers and declaration for Part 1 and Part 2.

You must also answer all questions in Part 3.

Section 1	Your Information	
Question number	Question	Response
1.1(a)	Name (if registered, please give the registered name)	United Kingdom Research and Innovation as

		represented by the British Geological Survey
1.1(b) – (i)	Registered address (if applicable) or head office address	British Geological Survey, Keyworth, Nottingham NG12 5GG
1.1(b) – (ii)	Registered website address (if applicable)	https://www.bgs.ac.uk/about-bgs/
1.1(c)	Trading status a) - public limited company b) - private limited company c) - limited liability partnership d) - other partnership e) - sole trader f) - third sector g) - other (please specify your trading status)	Non-departmental public body
1.1(d)	Date of registration (if applicable) or date of formation	1835 for BGS UKRI was established by the HER Act 2017
1.1(e)	Registration number: company, partnership, charity etc. (if applicable)	N/A
1.1(f)	Registered VAT number (if applicable)	GB 287 461 957
1.1(g) - (i)	Are you registered with the appropriate professional or trade register(s) specified for this procurement, in the country where your organisation is established?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input checked="" type="checkbox"/>
1.1(g) - (ii)	If you responded yes to 1.1(g) - (i), please provide the relevant details, including the name of the register and registration number(s) and, if evidence of registration is available electronically, please provide: - the website address; - issuing body; - reference number.	N/A
1.1(h) - (i)	For procurement of services only , is it a legal requirement, in the country where you are established, for you to: a) possess a particular authorisation; or b) be a member of a particular organisation, to provide the requirements specified in this procurement?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

1.1(h) - (ii)	<p>If you responded yes to 1.1(h) - (i), please provide the relevant details of what is required, confirmation that you have complied with this and, if evidence of compliance is available electronically, please provide:</p> <ul style="list-style-type: none"> - the website address; - issuing body; - reference number. 	N/A
1.1(i)	<p>State whether you fall within one of these classifications and if so, which one:</p> <ul style="list-style-type: none"> a. Voluntary Community Social Enterprise (VCSE) b. Sheltered Workshop c. Public Service Mutual 	N/A
1.1(j)	<p>Are you a Small, Medium or Micro Enterprise (SME)?</p>	<p>Yes <input type="checkbox"/></p> <p>No <input checked="" type="checkbox"/></p>
1.1(k)	<p>Details of Persons with Significant Control (PSC), where appropriate: ⁸</p> <ul style="list-style-type: none"> - Name; - Date of birth; - Nationality; - Country, EU state or part of the UK where the PSC usually lives; - Service address; - The date they became a PSC in relation to the company; - 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. ⁹ <p>(Please enter N/A if not applicable)</p>	N/A
1.1(l)	<p>Details of your immediate parent company:</p> <ul style="list-style-type: none"> - Full name of the immediate parent company; - Registered or head office address; - Registration number; - VAT number. <p>(Please enter N/A if not applicable)</p>	<p>United Kingdom Research and Innovation</p> <p>Polaris House, North Star Avenue, Swindon. SN2 1EU</p> <p>VAT number as above</p>

1.1(m)	Details of ultimate parent company: - Full name of the ultimate parent company; - Registered or head office address; - Registration number; - VAT number. (Please enter N/A if not applicable)	UK Research and Innovation Polaris House, North Star Avenue, Swindon. SN2 1EU VAT number as above
Please note: A criminal record check for relevant convictions may be undertaken for the preferred suppliers and all relevant persons and entities (as described above).		

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

Section continued	1 Bidding Model	
Question number	Question	Response
1.2	Indicate if you are bidding as a single supplier, or as part of a group or consortium	Single Supplier <input checked="" type="checkbox"/> Group / Consortium <input type="checkbox"/>
1.2	If you are bidding as a single supplier, go to Q1.3. If you are part of a group or consortium (including where you intend to establish a legal entity to deliver the contract, or you are a subcontractor), please tell us:	
1.2(a)	Name of group or consortium	N/A
1.2(b)	Proposed structure of the group or consortium, including legal structure where applicable	Lead contractor with sub-contractors to be discussed with DESNZ as part of Task 1
1.2(c)	Name of lead member of group or consortium	British Geological Survey
1.2(d)	Your role in the group or consortium (eg lead, consortium member, subcontractor)	N/A
1.2(e)	If you are the lead of the group or consortium: are you relying on other members to meet the selection criteria (ie for economic and technical standing and/or technical and professional ability)? If so, which criteria are you relying on them for?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Criteria:

1.3	Are you (or the group or consortium) proposing to use sub-contractors or a supply chain?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If you responded yes to 1.3, please provide the details for all sub-contractors and supply chain members that are known at this stage as follows:		
1.3(a)	<ul style="list-style-type: none"> - Full name; - Registration number; - Registered or head office address; - Trading status: <ul style="list-style-type: none"> (a) – Public limited company; (b) – Private limited company; (c) – Limited liability partnership; (d) – Other partnership; (e) – Sole trader; (f) – Third sector; (g) – Other (please specify). - Registered VAT number; - SME (Yes/No); - The role each subcontractor will take in providing the deliverables; - The approximate % of contractual obligations assigned to each subcontractor; - Where the subcontractor is being relied on to meet the selection criteria, which criteria are you relying on them for? 	
1.4	Lots Where applicable, please tell us which lot(s) you wish to bid for?	N/A

Part 2: Exclusion Grounds

Please answer the following questions in full. Note that every organisation that forms part of your bidding group/consortium, as well as every organisation that is being relied on to meet the selection criteria (including subcontractors) must complete and submit responses to Part 1 and the declarations in Part 2.

Section 2	Grounds for Mandatory Exclusion	
Question number	Question	Declaration
2.1(a)	<p>Within the past five years, anywhere in the world, have you or any person who:</p> <ul style="list-style-type: none"> is a member of the supplier's administrative, management or supervisory body; or has powers of representation, decision or control in the supplier¹⁰; <p>been convicted of any of the offences given in the summary below, and listed in full at the end of Part 2?</p>	
	Participation in a criminal organisation	<p>Yes <input type="checkbox"/></p> <p>No <input checked="" type="checkbox"/></p>

	Corruption	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	Terrorist offences or offences linked to terrorist activities	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	Money laundering or terrorist financing	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	Child labour and other forms of trafficking in human beings	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	Any other offence within the meaning of Article 57(1) of the Directive as defined by the law of any jurisdiction <u>outside</u> England, Wales or Northern Ireland	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
	Any other offence within the meaning of Article 57(1) of the Directive created after 26th February 2015 in England, Wales or Northern Ireland	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
2.1(b)	<p>If you have answered YES to any part of question 2.1(a), please provide further details:</p> <ul style="list-style-type: none"> • Date of conviction and the jurisdiction; • Specify which of the grounds listed the conviction was for; • Give the reasons for conviction; • Identify who has been convicted; <p>If the relevant documentation is available electronically please provide:</p> <ul style="list-style-type: none"> • the web address; • issuing authority; • precise reference of the documents; 	N/A
2.1(c)	<p>If you have answered YES to any part of question 2.1(a) above, please explain what measures have been taken to demonstrate your reliability, despite the existence of relevant grounds for exclusion? (Self-Cleaning)</p>	N/A

Section 3	Mandatory and Discretionary Grounds for Exclusion Relating to the Payment of Taxes and Social Security Contributions	
The detailed grounds for mandatory and discretionary exclusion of a supplier, for non-payment of taxes and social security		

contributions, are set out at the end of Part 2 below, and should be referred to before completing these questions.

Question number	Question	Declaration	
3.1(a)	<p>Please confirm that you have met all your obligations relating to the payment of taxes and social security contributions, both in the country in which you are established, and in the UK. If documentation is available electronically please provide:</p> <ul style="list-style-type: none"> • the web address; • issuing authority; • precise reference of the documents; 	<p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p>	<p>We have met all our obligations relating to the payment of taxes and social security and have applied to HMRC for the certificate, a copy of which we will send to you.</p> <p>BGS is part of UKRI which is non departmental Government body and are audited each year as such.</p>
3.1(b)	<p>If you have answered NO to 3.1(a) please provide further details including the following:</p> <ul style="list-style-type: none"> • the Country concerned; • the Amount concerned; • how the breach was established, i.e. through a judicial or administrative decision, or by other means; • the Date of the decision, if the breach has been established through a judicial or administrative decision; • if the breach has been established by other means, please specify the means. 		N/A
3.2	<p>Please also confirm whether 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.</p>	<p>Yes <input type="checkbox"/></p> <p>No <input checked="" type="checkbox"/></p>	

Please Note: We reserve our right to use our discretion to exclude your bid where we can demonstrate by any appropriate means that you are in breach of your obligations relating to the payment of taxes or social security contributions.	
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Section 4		Grounds for Discretionary Exclusion	
The detailed grounds for discretionary exclusion of an organisation are set out at the end of Part 2 below and should be referred to before completing these questions.			
Question Number	Question	Declaration	
4.1	Within the past three years, anywhere in the world, have any of the situations summarised below (and listed in full at the end of Part 2) applied to you?		
4.1(a)	Breach of environmental obligations? (Note this includes Health & Safety obligations)	Yes	<input type="checkbox"/>
		No	<input checked="" type="checkbox"/>
4.1 (b)	Breach of social law obligations?	Yes	<input type="checkbox"/>
		No	<input checked="" type="checkbox"/>
4.1 (c)	Breach of labour law obligations?	Yes	<input type="checkbox"/>
		No	<input checked="" type="checkbox"/>
4.1(d)	Bankruptcy or subject of insolvency?	Yes	<input type="checkbox"/>
		No	<input checked="" type="checkbox"/>
4.1(e)	Guilty of grave professional misconduct?	Yes	<input type="checkbox"/>
		No	<input checked="" type="checkbox"/>
4.1(f)	Distortion of competition?	Yes	<input type="checkbox"/>
		No	<input checked="" type="checkbox"/>
4.1(g)	Conflict of interest?	Yes	<input type="checkbox"/>
		No	<input checked="" type="checkbox"/>
4.1(h)	Been involved in the preparation of the procurement procedure?	Yes	<input type="checkbox"/>
		No	<input checked="" type="checkbox"/>
4.1(i)	Prior performance issues?	Yes	<input type="checkbox"/>
		No	<input checked="" type="checkbox"/>
4.1(j)	Do any of the following statements apply to you?		
4.1(j) – (i)	You have been guilty of serious misrepresentation in supplying the information required for the verification of the absence of grounds for exclusion, or the fulfilment of the selection criteria.	Yes	<input type="checkbox"/>
		No	<input checked="" type="checkbox"/>
4.1(j) – (ii)	You have withheld such information	Yes	<input type="checkbox"/>
		No	<input checked="" type="checkbox"/>

4.1(j) – (iii)	You are not able, without delay, to submit supporting documents when required under Regulation 59 of the Public Contracts Regulations 2015	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
4.1(j) – (iv)	You have undertaken to unduly influence the decision-making process of the contracting authority to obtain confidential information that may confer upon you 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.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
4.2	You are a relevant commercial organisation subject to Section 54 of the Modern Slavery Act 2015 if you carry on your business, or part of your business, in the UK supplying goods or services and you have an annual turnover of at least £36 million. If you are a relevant commercial organisation, please:	
4.2(a) – (i)	Confirm whether you have published a statement as required by Section 54 of the Modern Slavery Act:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
4.2(a) – (ii)	Confirm whether the statement complies with the requirements of Section 54:	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
4.3	If you have answered YES to any part of questions 4.1, or NO to question 4.2, please explain what measures have been taken to demonstrate your reliability despite the existence of a relevant ground for exclusion. (Self cleaning)	

Public Procurement Exclusion Grounds

Mandatory Exclusion Grounds

Listed in Public Contract Regulations 2015 (as amended) R57(1), (2) and (3) and the Public Contract Directives 2014/24/EU Article 57(1).

Participation in a criminal organisation

- Participation offence as defined by section 45 of the Serious Crime Act 2015
- Conspiracy within the meaning of:
 - section 1 or 1A of the Criminal Law Act 1977; or
 - article 9 or 9A of the Criminal Attempts and Conspiracy (Northern Ireland) Order 1983,

where that conspiracy relates to participation in a criminal organisation as defined in Article 2 of Council Framework Decision 2008/841/JHA on the fight against organised crime.

Corruption

- Corruption within the meaning of section 1(2) of the Public Bodies Corrupt Practices Act 1889 or section 1 of the Prevention of Corruption Act 1906;

- The common law offence of bribery;
- Bribery within the meaning of sections 1, 2 or 6 of the Bribery Act 2010, or section 113 of the Representation of the People Act 1983.

Terrorist offences or offences linked to terrorist activities

- Any offence:
 - listed in section 41 of the Counter Terrorism Act 2008;
 - listed in schedule 2 to that Act where the court has determined that there is a terrorist connection;
 - under sections 44 to 46 of the Serious Crime Act 2007 which relates to an offence covered by the previous two points.

Money laundering or terrorist financing

- Money laundering within the meaning of sections 340(11) and 415 of the Proceeds of Crime Act 2002
- An offence in connection with the proceeds of criminal conduct within the meaning of section 93A, 93B or 93C of the Criminal Justice Act 1988 or article 45, 46 or 47 of the Proceeds of Crime (Northern Ireland) Order 1996.

Child labour and other forms of trafficking human beings

- An offence under section 4 of the Asylum and Immigration (Treatment of Claimants etc.) Act 2004;
- An offence under section 59A of the Sexual Offences Act 2003
- An offence under section 71 of the Coroners and Justice Act 2009;
- An offence in connection with the proceeds of drug trafficking within the meaning of section 49, 50 or 51 of the Drug Trafficking Act 1994
- An offence under section 1, 2 or section 4 of the Modern Slavery Act 2015.

Non-payment of tax and social security contributions

- Breach of obligations relating to the payment of taxes or social security contributions that has been established by a judicial or administrative decision.
- Where any tax returns submitted on or after 1 October 2012 have been found to be incorrect as a result of:
 - HMRC successfully challenging the potential supplier under the General Anti – Abuse Rule (GAAR) or the “Halifax” abuse principle; or
 - a tax authority in a jurisdiction in which the potential supplier is established successfully challenging it under any tax rules or legislation that have an effect equivalent or similar to the GAAR or “Halifax” abuse principle;
 - a failure to notify, or failure of an avoidance scheme which the supplier is or was involved in, under the Disclosure of Tax Avoidance Scheme rules (DOTAS) or any equivalent or similar regime in a jurisdiction in which the supplier is established.

Other offences

- Any other offence within the meaning of Article 57(1) of the Directive as defined by the law of any jurisdiction outside England, Wales and Northern Ireland.
- Any other offence within the meaning of Article 57(1) of the Directive created after 26th February 2015 in England, Wales or Northern Ireland.

Discretionary Exclusions Grounds

Listed in Public Contract Regulations 2015 (as amended) R57(8) and the Public Contract Directives 2014/24/EU Article 57(4).

Obligations in the field of environment, social and labour law.

- Where an organisation has violated applicable obligations in the fields of environmental, social and labour law established by EU law, national law, collective agreements or by the international environmental, social and labour law provisions listed in Annex X to the Directive (see copy below) as amended from time to time; including, but not limited to, the following:-

- In the last 3 years, where the organisation or any of its Directors or Executive Officers has been in receipt of enforcement/remedial orders in relation to the Health and Safety Executive (or equivalent body).
- In the last three years, where the organisation has 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.
- In the last three years where the organisation has been convicted of a breach of the Health and Safety legislation.
- In the last three years, where any finding of unlawful discrimination has been made against the organisation by an Employment Tribunal, an Employment Appeal Tribunal or any other court (or incomparable proceedings in any jurisdiction other than the UK).
- Where the organisation has been in breach of section 15 of the Immigration, Asylum, and Nationality Act 2006;
- Where the organisation has a conviction under section 21 of the Immigration, Asylum, and Nationality Act 2006;
- Where the organisation has been in breach of the National Minimum Wage Act 1998.

Bankruptcy, insolvency

- 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.

Grave professional misconduct

- Guilty of grave professional misconduct

Distortion of competition

- Entered into agreements with other economic operators aimed at distorting competition.

Conflict of interest

- Aware of any conflict of interest within the meaning of regulation 24 due to the participation in the procurement procedure

Been involved in the preparation of the procurement procedure.

- Advised the contracting authority or contracting entity or otherwise been involved in the preparation of the procurement procedure.

Prior performance issues

- 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.

Misrepresentation and undue influence

- 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 negligently provided misleading information that may have a material influence on decisions concerning exclusion, selection or award, or withheld such information or is not able to submit supporting documents required under regulation 59.

Breach of obligations relating to the payment of taxes or social security contributions.

- The contracting authority reserves the right to use its 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.

Additional grounds

ANNEX X Extract from Public Procurement Directive 2014/24/EU

LIST OF INTERNATIONAL SOCIAL AND ENVIRONMENTAL CONVENTIONS REFERRED TO IN ARTICLE 18(2) —

- ILO Convention 87 on Freedom of Association and the Protection of the Right to Organise;
- ILO Convention 98 on the Right to Organise and Collective Bargaining;
- ILO Convention 29 on Forced Labour;
- ILO Convention 105 on the Abolition of Forced Labour;
- ILO Convention 138 on Minimum Age;
- ILO Convention 111 on Discrimination (Employment and Occupation);
- ILO Convention 100 on Equal Remuneration;
- ILO Convention 182 on Worst Forms of Child Labour;
- Vienna Convention for the protection of the Ozone Layer and its Montreal Protocol on substances that deplete the Ozone Layer;
- Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal (Basel Convention);
- Stockholm Convention on Persistent Organic Pollutants (Stockholm POPs Convention)
- Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade (UNEP/FAO) (The PIC Convention) Rotterdam, 10 September 1998, and its 3 regional Protocols.

Consequences of misrepresentation

A serious misrepresentation which induces a contracting authority to enter into a contract may have the following consequences for the signatory that made the misrepresentation:-

- The potential supplier may be excluded from bidding for contracts for three years, under regulation 57(8)(h)(i) of the PCR 2015;
- The contracting authority may sue the supplier for damages and may rescind the contract under the Misrepresentation Act 1967.
- If fraud, or fraudulent intent, can be proved, the potential supplier or the responsible officers of the potential supplier may be prosecuted and convicted of the offence of fraud by false representation under s.2 of the Fraud Act 2006, which can carry a sentence of up to 10 years or a fine (or both).
- If there is a conviction, then the company must be excluded from procurement for five years under reg. 57(1) of the PCR (subject to self-cleaning).

Part 3: Selection Questions

Section 5	Economic and Financial Standing	
Question Number	Question	Response
5.1	If documentary evidence of economic and financial standing is available electronically (e.g. financial statements filed with Companies House), please provide: <ul style="list-style-type: none">• the web address• issuing authority• precise reference of the documents	https://www.ukri.org/who-we-are/about-uk-research-and-innovation/annual-report-and-accounts/

5.2(a)	If documentary evidence of economic and financial standing is not available electronically, please provide a copy of your detailed accounts for the last two years (audited if required by law).	N/A
5.2(b)	Also, for any other person or entity on whom you are relying to meet the selection criteria relating to economic and financial standing, please provide a copy of their detailed accounts for the last two years (audited if required by law).	N/A
5.3	If you are not able to provide a response to questions 5.1 or 5.2, please provide any of the following alternatives:	N/A
5.3(a)	A statement of your annual Turnover, Profit and Loss Account/Income statement; Balance Sheet/Statement of Financial Position; and Statement of Cash Flow; for the most recent year(s) of trading plus a Bank Letter outlining the current cash and credit facility position.	
5.3(b)	Alternative information to evidence economic and financial standing (e.g. Forecast Financial Statements and a Statement of Funding provided by the owners and/or the bank, Charity Accruals accounts or an alternative means of demonstrating financial status).	
5.4	Where we have specified a minimum level of economic and financial standing and/or a minimum financial threshold within the evaluation criteria for this procurement, please self-certify whether you meet the requirements set out.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
5.5	Where you are relying on another member of your bidding group/consortium, or any subcontractors, or any other security, in order to meet the selection criteria relating to economic and financial standing, please confirm that the relevant person or entity is willing to provide a guarantee or other security if required.	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

Section 6	Technical and Professional Ability
Question number	Question

6.1	<p>Relevant experience and contract examples</p> <p>Please provide details of up to three contracts, to meet the technical and professional ability criteria set out in the procurement documents. This can be in any combination from either the public or private sectors or VCSE's that are relevant to our requirement. VCSEs may include examples of grant-funded work. Where this procurement is for goods or services, the examples must be from the past three years. Where this procurement is for construction works, the examples may be from the past five years. The named contact given should be able to provide written evidence to confirm the accuracy of the information provided below.</p> <p>For consortium bids, or where you have indicated that you are relying on a subcontractor in order to meet the technical and professional ability, you should provide relevant examples of where the consortium / particular member / subcontractor have 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 members of the Special Purpose Vehicle or subcontractors. (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 goods or services, the information requested should be provided in respect of the main intended provider(s) or subcontractor(s) who will deliver the contract.</p> <p>For each contract please provide the following information:</p>
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	Contract 1	Contract 2	Contract 3
Name of customer organisation who signed the contract			
Name of supplier who signed the contract	UK Research and Innovation as represented by the British Geological Survey	UK Research and Innovation as represented by the British Geological Survey	UK Research and Innovation as represented by the British Geological Survey
Point of contact in the customer's organisation			
Position in the customer's organisation			
E-mail address			

Description of contract			
Contract start date	24th August 2022	1st April 2017	October 2021
Contract completion date	6th March 2023	31st March 2024	May 2023
Estimated contract value			

6.2	If you cannot provide at least one example for question 6.1, in no more than 500 words please provide an explanation for this and how you meet the selection criteria relating to technical and professional ability (e.g. your organisation is a new start-up or you have provided services in the past but not under a contract.)
6.3	Where you intend to sub-contract a proportion of the contract, please demonstrate how you have previously maintained healthy supply chains with your subcontractor(s). 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 and whether you are a signatory of the UK Prompt Payment Code (or have given commitments under equivalent schemes in other countries).

Section 7	Additional Questions including Project Specific Questions
7.1	Insurance Levels

<p>7.1(a)</p> <p>7.1(b)</p> <p>7.1(c)</p>	<p>Please confirm 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 Insurance¹ = £5m</p> <p>Public Liability Insurance = £5m</p> <p>Professional Indemnity Insurance = £2m</p> <p><i>1. There is a legal requirement for certain employers to hold Employer's (Compulsory) Liability Insurance of £5 million as a minimum. See the Health and Safety Executive website for more information:</i></p> <ul style="list-style-type: none"> <i>http://www.hse.gov.uk/pubns/hse39.pdf</i> 	<p>Yes <input checked="" type="checkbox"/> See note</p> <p>No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p> <p>Note: UKRI holds an employer's exemption certificate provided in documents.</p>
<p>7.2</p>	<p>Data Protection</p>	
<p>7.2(a)</p>	<p>Please confirm that you have in place, or that you will have in place by contract award, the human and technical resources to ensure compliance with the UK General Data Protection Regulations and to ensure the protection of the rights of data subjects in performing the contract.</p>	<p>Yes <input checked="" type="checkbox"/></p> <p>No <input type="checkbox"/></p>
<p>7.2(b)</p>	<p>Please provide details of the technical facilities and measures (including systems and processes) you have in place, or will have in place by contract award, to ensure compliance with the UK General Data Protection Regulations and to ensure the protection of the rights of data subjects. Your response should include, but should not be limited to facilities and measures:</p> <ul style="list-style-type: none"> to ensure ongoing confidentiality, integrity, availability and resilience of processing systems and services; to comply with the rights of data subjects in respect of receiving privacy information, and access, rectification, deletion and portability of personal data; to ensure that any consent based processing meets standards of active, informed consent, and that such consents are recorded and auditable; to ensure legal safeguards are in place to legitimise transfers of personal data outside the EU (if such transfers will take place); to maintain records of personal data processing activities; and to regularly test, assess and evaluate the effectiveness of the above measures. 	
<p>7.3</p>	<p>Payment Terms</p>	

7.3(a)	Please confirm that you will comply with Regulation 113 of the Public Contract Regulations 2015, by having systems in place to include (as a minimum) 30 day payment terms in all of your supply chain contracts, and require that such terms are passed down through your supply chain.	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> PASS/FAIL
7.4	Suppliers' Past Performance	
7.4(a)	Can you supply a list of your relevant principal contracts for goods and/or services provided in the last three years?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
7.4(b)	On request can you provide a certificate from those customers on the list?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> We can write to clients.
7.4(c)	If you cannot obtain a certificate from a customer can you explain the reasons why?	Yes <input type="checkbox"/> No <input type="checkbox"/>
7.4(d)	If the certificate states that goods and/or services supplied were not satisfactory are you able to supply information which shows why this will not recur in this contract if you are awarded it?	Yes <input type="checkbox"/> No <input type="checkbox"/>
7.4(e)	Can you supply the information in questions a. to d. above for any subcontractors [or consortium members] who you are relying upon to perform this contract?	Yes <input type="checkbox"/> No <input type="checkbox"/>
7.5	Tackling Modern Slavery in Supply Chains	
7.5(a)	If you are a relevant commercial organisation subject to Section 54 of the Modern Slavery Act 2015, and if your latest statement is available electronically please provide: • the web address, • precise reference of the documents <i>(For more details see Procurement Policy Note PPN 02/23)</i>	https://www.ukri.org/wp-content/uploads/2023/09/UKRI-280923-ModernSlaveryHumanTraffickingStatement2022To2023.pdf
7.5(b)	If your latest statement is not available electronically, please provide a copy.	N/A

7.5(c)	<p>If you are not a relevant commercial organisation subject to Section 54 of the Modern Slavery Act 2015 (for example if your turnover is less than £36 million or you do not carry on your business, or part of your business, in the UK), please provide the above information in relation to any published statements on modern slavery or other relevant documents containing information of a similar type/level.</p>	N/A
7.5(d)	<p>Any modern slavery statement or other statement or document should contain at least the following information:</p> <ul style="list-style-type: none"> a. the organisation's structure, its business and its supply chains; b. its policies in relation to slavery and human trafficking; c. its due diligence processes in relation to slavery and human trafficking in its business and supply chains; d. the parts of its business and supply chains where there is a risk of slavery and human trafficking taking place, and the steps it has taken to assess and manage that risk; e. its effectiveness in ensuring that slavery and human trafficking is not taking place in its business or supply chains, measured against such performance indicators as it considers appropriate; f. the training and capacity building about slavery and human trafficking available to its staff; or <p>If all of this information is not included in your modern slavery statement or other statement or documents, please provide an explanation as to why not and/or assurances that it will be included before contract award.</p>	N/A
7.6	Health & Safety	

7.6(a)	<p>Please describe the arrangements you have in place to manage health and safety effectively and control significant risks relevant to the requirement (including risks from the use of contractors, where relevant). Please use no more than 500 words.</p> <p>BGS have a a health and safety management system certified to ISO45001, therefore have audited and accredited systems in place for managing health and safety and to reduce the risk of accidents, claims, costs and business interruptions.</p> <p>BSi has provided the BGS with independent third party certification of its Occupational Health and Safety Management System covering the provision of geoscience research, services advice, field work and associated travel managed from both the Keyworth and Edinburgh facilities. Our Certificate No: OHS 657611 A copy of our certificate can be downloaded from our website. https://www.bgs.ac.uk/download/iso-45002018-certificate/</p>
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Contact details and declaration

I declare that to the best of my knowledge, the answers submitted and information contained in this document are correct and accurate, including Parts 1, 2 and 3.

I declare that, upon request and without delay, I will provide the certificates and/or documentary evidence referred to in this document. The exception is where this documentation can be accessed by the contracting authority via a national database free of charge, or the contracting authority already possesses the documentation.

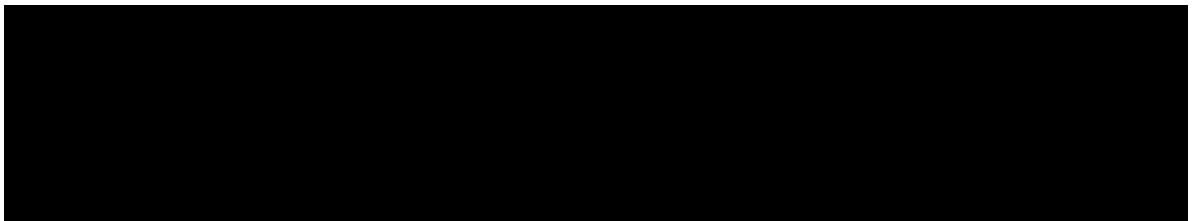
I understand that the information will be used in the selection process to assess my suitability to participate further in this procurement.

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.

I am aware of the consequences of serious misrepresentation.

Signed subject to:

- (i) The Supplier including later in this document a list of contract amendments for consideration; and
- (ii) the understanding that certain Schedule 36 provisions with regard to Intellectual Property Rights will benefit from further discussion with the DESNZ project manager as the project progresses ; including those specifically itemised in the contract amendment list referred to at (i) above.



Date: 4th June 2024

Contact details of those making the declaration	
Item	Response
Contact name	[REDACTED]
Name of organisation	UKRI as represented by the British Geological Survey
Role in organisation	[REDACTED]
Phone number	0115 9363100
E-mail address	businessdevelopment@bgs.ac.uk
Postal address	British Geological Survey, Keyworth Nottingham, Nottinghamshire NG12 5GG UK



Department for
Business, Energy
& Industrial Strategy

Declaration 4: The General Data Protection Regulation Assurance Questionnaire for Contractors

Name of Organisation:	UK Research and Innovation as represented by the British Geological Survey
Name:	[REDACTED]
Position:	[REDACTED]
Email:	[REDACTED]

Declaration:

Select

I certify that this questionnaire has been completed accurately on behalf of the organisation.



ASSURANCE QUESTIONNAIRE FOR CONTRACTORS

Instructions: For every statement on the left, please select which status applies to your organisation by using the drop-down options in the 'status' column

Documentation: Information you hold		Status
Your business has conducted an information audit to map data flows.		This will be implemented by time of contract award.
Your business has documented what personal data you hold, where it came from, who you share it with, and what you do with it.		This will be implemented by time of contract award.
NOTE: You may be required to make these records available to the Information Commissioner's Office (ICO) on request.		

Accountability & Governance		Status
Your business has an appropriate data protection policy		This will be implemented by time of contract award.

Data Protection Officer (DPO)		Status
Your business has nominated a data protection lead or Data Protection Officer (DPO).		This will be implemented by time of contract award.

Information Risks & Data Protection Impact Assessments		Status
Your business manages information risks in a structured way so that management understands the business impact of personal data related risks and manages them effectively.		This will be implemented by time of contract award.

Data Protection by Design		Status
Your business has implemented appropriate technical and organisational measures to show you have considered and integrated data protection into your processing activities.		This will be implemented by time of contract award.

Training & Awareness		Status
Your business provides data protection awareness training for all staff.		Yes, implemented. All staff undertake mandatory GDPR and data protection training.

Operational Base		Status
If your business operates outside the EU, you have appointed a representative within the EU in writing.		This is not applicable to the organisation.

Breach Notification		Status
Your business has effective processes to identify, report, manage and resolve any personal data breaches. BEIS must be notified within 48 hours about any breaches involving personal data being processed on our behalf.		This will be implemented by time of contract award.

Individual Rights: Right of Access		Status
Your business has a process to respond to a data controllers request for information (following an individuals' request to access their personal data).		This will be implemented by time of contract award.

Right to Rectification & Data Quality		Status
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Your business has processes to ensure that the personal data you hold remains accurate and up to date.	This will be implemented by time of contract award.
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Right to Erasure including Retention & Disposal	Status
Your business has a process to routinely and securely dispose of personal data that is no longer required in line with agreed timescales as stated within the terms and conditions.	This will be implemented by time of contract award.

Right to Restrict Processing	Status
Your business has procedures to respond to a data controllers' request to suppress the processing of specific personal data.	This will be implemented by time of contract award.

Right of Data Portability	Status
Your business will be able to respond to a request from the data controller for the supply of the personal data you process in an electronic format.	This will be implemented by time of contract award.

Data Security: Security Policy	Status
Your business has an information security policy supported by appropriate security measures.	This will be implemented by time of contract award.

Declaration 5: Code of Practice¹¹

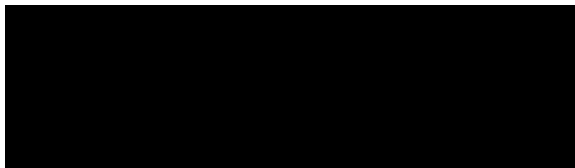
I confirm that I am aware of the requirements of the Department's Code of Practice¹² for Research and, in the proposed project, I will use my best efforts to ensure that the procedures used conform to those requirements under the following headings¹³:

- Responsibilities
- Competence
- Project planning
- Quality Control
- Handling of samples and materials
- Facilities and equipment
- Documentation of procedures and methods
- Research/work records

I understand that the Department has the right to inspect our procedures and practices against the requirements of the Code of Practice, and that I may be asked to provide documentary evidence of our working practices or provide access and assistance to auditors appointed by the Department.

(There is some flexibility in the application of the Code of Practice to specific research projects. Contractors are encouraged to discuss with the Department any aspects that cause them concern, in order to reach agreement on the interpretation of each requirement.)

Signed



.....

Name



Position



Please find an excel file pricing template attached to email inviting the BGS to bid for this contract.

CODE OF PRACTICE FOR RESEARCH

Issued by the Department for Energy Security and Net Zero.

The Department has developed this Code of Practice from the Joint Code of Practice issued by BBSRC; the Department for Environment, Food and Rural Affairs (Defra); the Food Standards Agency; and the Natural Environment Research Council (NERC) which lays out a framework for the proper conduct of research. It sets out the key aspects of the research process and the importance of making judgements on the appropriate precautions needed in every research activity.

The Code applies to all research funded by The Department. It is intended to apply to all types of research, but the overriding principle is fitness of purpose and that all research must be conducted diligently by competent researchers and therefore the individual provisions must be interpreted with that in mind.

PRINCIPLES BEHIND THE CODE OF PRACTICE

Contractors and consortia funded by the Department are expected to be committed to the quality of the research process in addition to quality of the evidence outputs

The Code of Practice has been created in order to assist contractors to conduct research of the highest quality and to encourage good conduct in research and help prevent misconduct.

Set out over 8 responsibilities the code of practice provides general principles and standards for good practice in research.

Most contractors will already have in place many of the measures set out in the Code and its adoption should not require great effort.

COMPLIANCE WITH THE CODE OF PRACTICE

All organisations contracting to the Department (including those sub-contracting as part of a consortium) will be expected to commit to upholding these responsibilities and will be expected to indicate acceptance of the Code when submitting proposals to the Department.

Contractors are encouraged to discuss with the Department any clauses in the Code that they consider inappropriate or unnecessary in the context of the proposed research project. The Code, and records of the discussions if held, will become part of the Terms and Conditions under which the research is funded.

Additionally, The Department may conduct (or request from the Contractor as appropriate) a formal risk assessment on the project to identify where additional controls may be needed.

MONITORING OF COMPLIANCE WITH THE CODE OF PRACTICE

Monitoring of compliance with the Code is necessary to ensure:

- Policies and managed processes exist to support compliance with the Code
- That these are being applied in practice.

In the short term, the Department can require contractors to conduct planned internal audits although the Department reserves the right to obtain evidence that a funded project is carried out to the required standard. The Department may also conduct an audit of a Contractor's research system if deemed necessary.

In the longer term it is expected that most research organisations will assure the quality of their research processes by means of a formal system that is audited by an impartial and competent third party against an appropriate internationally recognised standard that is fit for purpose.

A recommended checklist for researchers can be found on the UK Research Integrity Office (UKRIO) website at <http://www.ukrio.org/what-we-do/code-of-practice-for-research>

SPECIFIC REQUIREMENTS IN THE CODE OF PRACTICE

1. Responsibilities

All organisations contracting to the Department (including those sub-contracting as part of a consortium will be responsible for the overall quality of research they conducted. Managers, group leaders and supervisors have a responsibility to ensure a climate of good practice in the research teams, including a commitment to the development of scientific and technical skills.

The Principal Investigator or Project Leader is responsible for all the work conducted in the project including that of any subcontractors. All staff and students must have defined responsibilities in relation to the project and be aware of these responsibilities.

2. Competence

All personnel associated with the project must be competent to perform the technical, scientific and support tasks required of them. Personnel undergoing training must be supervised at a level such that the quality of the results is not compromised by the inexperience of the researcher.

3. Project planning

An appropriate level of risk assessment must be conducted to demonstrate awareness of the key factors that will influence the success of the project and the ability to meet its objectives. There must be a written project plan showing that these factors (including research design, statistical methods and others) have been addressed. Projects must be ethical and project plans must be agreed in collaboration with the Department, taking account of the requirements of ethical committees¹⁴ or the terms of project licences, if relevant.

Significant amendments to the plan or milestones must be recorded and approved by the Department if applicable.

4. Quality Control

The organisation must have planned processes in place to assure the quality of the research undertaken by its staff. Projects must be subjected to formal reviews of an appropriate frequency. Final and interim outputs must always be accompanied by a statement of what quality control has been undertaken.

The authorisation of outputs and publications shall be as agreed by the Department, and subject to senior approval in the Department, where appropriate. Errors identified after publication must be notified to the Department and agreed corrective action initiated.

5. Handling of samples and materials

All samples and other experimental materials must be labelled (clearly, accurately, uniquely and durably), and retained for a period to be agreed by the Department. The storage and handling of the samples, materials and data must be as specified in the project plan (or proposal), and must be appropriate to their nature. If the storage conditions are critical, they must be monitored and recorded.

6. Documentation of procedures and methods

All the procedures and methods used in a research project must be documented, at least in the personal records of the researcher. This includes analytical and statistical procedures and the generation of a clear audit trail linking secondary processed information to primary data.

There must be a procedure for validation of research methods as fit for purpose, and modifications must be trackable through each stage of development of the method.

7. Research/work records

All records must be of sufficient quality to present a complete picture of the work performed, enabling it to be repeated if necessary.

The project leader is accountable for the validity of the work and responsible for ensuring that regular reviews of the records of each researcher are conducted¹⁵

The location of all project records, including critical data, must be recorded. They must be retained in a form that ensures their integrity and security, and prevents unauthorised modification, for a period to be agreed by the Department.

A recommended checklist for researchers can be found on the UK Research Integrity Office (UKRIO) website at <http://www.ukrio.org/what-we-do/code-of-practice-for-research>

Please find an excel file template for the risk register attached to email inviting the BGS to bid for this contract.

Please find an excel file with DESNZ project plan and finance table template attached to email inviting the BGS to bid for this contract. A word document is also included with guidance on completing the project plan and finance table.