

**COLOUR LEGEND**

Response Optional
Response Mandatory
Ignored During Import
Questionnaire Information

Currency:GBP

**1 Qualification Envelope****1.1 Part 1 Starter Questions**

Note	Note Details				
1.1.1 Evaluation guidance	The following questions will be evaluated PASS/FAIL. Your bid will Fail if you do not answer Yes to both questions below, 1.1.2 and 1.1.3.				
Question	Description	Response Type	Response Guide	Response	
1.1.2	1.1.2 Do you accept the competition rules, as described in the ITT pack Attachment 1 - About the framework, paragraph 9 Competition rules?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box		
1.1.3	1.1.3 Do you accept the contract terms as as incorporated in the Framework award Form?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box		

**1.2 ESPD**

Note	Note Details				
1.2.1 Guidance	If you are submitting an ESPD you must still complete Parts 2A, 2B, 4, 5, 6, 7, 8, 9, 10, 11 and the declaration				
Question	Description	Response Type	Response Guide	Response	
1.2.2	1.2.2 Do you want to submit a completed ESPD in response to the questions in Part 2 and Part 3 of this questionnaire?  If Yes – attach a copy of your completed ESPD to question 1.2.3 below  If No – answer all questions in Part 2 and Part 3.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box		
1.2.3	1.2.3 If you are submitting an ESPD confirm that you understand you must complete Parts 2A, 2B, 4, 5, 6, 7, 8, 9, 10, 11 and the declaration of this qualification envelope	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box		

**1.3 ESPD Attachment****Responses to this Section will be considered only if: 1.2.2 = Yes**

Question	Description	Response Type	Response Guide	Response	
1.3.1	1.3.1 Have you attached a copy of your completed ESPD?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box		
1.3.2	1.3.2 Attach your ESPD here	Attachment	The applicable attachment must be uploaded		

**1.4 Part 2 Your Information**

Note	Note Details				
1.4.1 Guidance	This is essential information that we will use to verify who you are				
Question	Description	Response Type	Response Guide	Response	
1.4.2	1.4.2 Name (registered name if registered)	Text	Enter plain text		
1.4.3	1.4.3 Office address (registered address if registered)	Text	Enter plain text		
1.4.4	1.4.4 Website address (if applicable)	Text	Enter plain text		
1.4.5	1.4.5 Please enter your VAT number	Text	Enter plain text		
1.4.6	1.4.6 Are you a Small, Medium or Micro Enterprise (SME)? See the definition of SME at: <a href="https://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition_en">https://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition_en</a>	Yes/No Value	Select the applicable response from the drop down menu on the bottom right of the response box		

**1.5 Part 2A Your Information continued**

Question	Description	Response Type	Response Guide	Response	
1.5.1	1.5.1 DUNS number (of head office, if applicable)	Text	Enter plain text		
1.5.2	1.5.2 Date of registration (if applicable) or date of formation	Date	Enter a valid Date		
1.5.3	1.5.3 Registration number (company, partnership, charity etc.) if applicable	Text	Enter plain text		
1.5.4	1.5.4 What is your trading status	Multi Choice Option List	Mark the applicable Options as "Option Selected"	Public limited company	
				Limited company	
				Limited liability partnership	
				Other partnership	
				Sole trader	
				Third sector	
				Other	
1.5.5	1.5.5 If you chose 'Other' for the previous question give details	Text	Enter plain text		
1.5.6	1.5.6 What trading name(s) will be used if successful in this competition?	Text	Enter plain text		

1.5.7	1.5.7	Which of these classifications apply to you	Multi Choice Option List	Mark the applicable Options as "Option Selected"	Voluntary Community Social Enterprise (VCSE)	
					Sheltered Workshop	
					Public Service Mutual	
					None of these	
1.5.8	1.5.8	Do you have an immediate parent company?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box		

1.6	Immediate Parent Company Details		Responses to this Section will be considered only if:1.5.8 = Yes			
	Note	Note Details				
1.6.1	Guidance	What are the details of your immediate parent company				
	Question	Description	Response Type	Response Guide	Response	
1.6.2	1.6.2	Name (registered name if registered)	Text	Enter plain text		
1.6.3	1.6.3	Office address (registered address if registered)	Text	Enter plain text		
1.6.4	1.6.4	Registration number (if applicable)	Text	Enter plain text		
1.6.5	1.6.5	DUNS number (of head office, if applicable)	Text	Enter plain text		
1.6.6	1.6.6	VAT number:	Text	Enter plain text		

1.7	Part 2A Your Information continued				
	Question	Description	Response Type	Response Guide	Response
1.7.1	1.7.1	Do you have an ultimate parent company?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.8	Ultimate Parent Company Details		Responses to this Section will be considered only if:1.7.1 = Yes			
	Note	Note Details				
1.8.1	Guidance	What are the details of your ultimate parent company				
	Question	Description	Response Type	Response Guide	Response	
1.8.2	1.8.2	Name (registered name if registered)	Text	Enter plain text		
1.8.3	1.8.3	Office address (registered address if registered)	Text	Enter plain text		
1.8.4	1.8.4	Registration number (if applicable)	Text	Enter plain text		
1.8.5	1.8.5	DUNS number (of head office, if applicable)	Text	Enter plain text		
1.8.6	1.8.6	VAT number	Text	Enter plain text		

1.9 Part 2B Your Bidding Model					
	Note	Note Details			
1.9.1	Guidance	This is essential information about your bidding model for this procurement.			
	Question	Description	Response Type	Response Guide	Response
1.9.2	1.9.2	Are you bidding as a single organisation or the lead member of a consortium ?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.10	Group or Consortium Details		Responses to this Section will be considered only if:1.9.2 = The lead member of a group or consortium			
	Note	Note Details				
1.10.1	Guidance	If you are a consortium, the lead member must ensure that each member completes the 'Information and Declaration' Workbook Attachment 4 or provide an EU ESPD for this purpose. The lead member must attach the completed 'Information and Declaration' Workbook or EU ESPD as received from each member.				
	Question	Description	Response Type	Response Guide	Response	
1.10.2	1.10.2	What is the name of the consortium?	Text	Enter plain text		
1.10.3	1.10.3	<p>If you are the lead member of the consortium, complete attachment 6 with the following details for each member and attach to this question</p> <ul style="list-style-type: none"><li>• Name (registered name if registered)</li><li>• Office address (registered address if registered)</li><li>• Registration number if applicable</li><li>• DUNS number (of head office, if applicable)</li><li>• VAT number</li><li>• SME?</li><li>• Role the member will play in the delivery</li><li>• Member's % share of total contract value</li><li>• Information and declaration workbook or EU ESPD submitted?</li></ul> <p>Please name the file consortia_insertyourcompanyname</p>	Attachment	The applicable attachment must be uploaded		
1.10.4	1.10.4	<p>Please attach a zip file containing a completed 'Information and Declaration' Workbook or EU ESPD, without amendment, for every member other than you</p> <p>The zip file must be named 1.10.4_yourorganisationname</p>	Attachment	The applicable attachment must be uploaded		
1.10.5	1.10.5	What is the proposed legal structure for the consortium?	Text	Enter plain text		

1.11 Part 2B Your Bidding Model continued					
	Question	Description	Response Type	Response Guide	Response
1.11.1	1.11.1	Do you intend to use Key Subcontractors to help you deliver the requirements?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

  

1.12 Subcontractor Details			Responses to this Section will be considered only if: 1.11.1 = Yes		
	Question	Description	Response Type	Response Guide	Response
1.12.1	1.12.1	<p>Please complete attachment 7 with the following details for each key subcontractor:</p> <ul style="list-style-type: none"> <li>• Name (registered name if registered)</li> <li>• Office address (registered address if registered)</li> <li>• Registration number if applicable</li> <li>• DUNS number (of head office, if applicable)</li> <li>• VAT number</li> <li>• SME?</li> <li>• Role the subcontractor will play in delivery</li> <li>• Key subcontractor's % share of total contract value</li> <li>• Are you relying on this key subcontractor to meet the selection criteria?</li> <li>• If you are relying on this key subcontractor to meet the selection criteria, information and declaration workbook or EU ESPD submitted</li> </ul> <p>Please name the file sub_ insertyourcompanyname</p>	Attachment	The applicable attachment must be uploaded	
	Note	Note Details			
1.12.2	Guidance	You must ensure that each key subcontractor you are relying on to meet the selection criteria, completes an Information and Declaration Workbook (attachment 4) provided for this purpose or provides you with an EU ESPD.			
	Question	Description	Response Type	Response Guide	Response
1.12.3	1.12.3	<p>Please attach a zip file containing a completed 'information and declaration' workbook, or EU ESPD without amendment for every key subcontractor you are relying on to meet the selection criteria?</p> <p>Please name the file 1.12.13 _insertyourcompany name</p>	Attachment	The applicable attachment must be uploaded	

  

1.13 Part 2B Your Bidding Model continued													
	Question	Description	Response Type	Response Guide	Response								
1.13.1	1.13.1	For which Lot(s) are you bidding?	Multi Choice Option List	Mark the applicable Options as "Option Selected"	<table border="1"> <tr> <td>Lot 1 Hardware &amp; Software &amp; Associated Services</td> <td></td> </tr> <tr> <td>Lot 2 Hardware &amp; Associated Services</td> <td></td> </tr> <tr> <td>Lot 3 Software &amp; Associated Services</td> <td></td> </tr> <tr> <td>Lot 4 Information Assured Goods &amp; Associated Services</td> <td></td> </tr> </table>	Lot 1 Hardware & Software & Associated Services		Lot 2 Hardware & Associated Services		Lot 3 Software & Associated Services		Lot 4 Information Assured Goods & Associated Services	
Lot 1 Hardware & Software & Associated Services													
Lot 2 Hardware & Associated Services													
Lot 3 Software & Associated Services													
Lot 4 Information Assured Goods & Associated Services													

  

1.14 Part 3 Exclusion Grounds			Responses to this Section will be considered only if: 1.2.2 = No		
	Note	Note Details			
1.14.1	Evaluation guidance	<p>The regulations which govern how we procure specify that we must exclude any organisation which has been convicted of certain offences.</p> <p>(Note that if you are the lead member of a consortium, you do not need to complete these particular questions on behalf of other members of the group or consortium, because they must complete Parts 2, 2A, 3 and 4 for themselves, using the 'information and declaration' workbook or by submitting an EU ESPD.</p> <p>For these mandatory exclusion grounds only, you must respond for your organisation and for all relevant persons and entities. Each organisation must decide which entities and persons are relevant.</p> <p>There are two categories of persons and entities that may be relevant:</p> <ul style="list-style-type: none"> <li>• Members of the organisation's administrative, management or supervisory board. This category will typically cover company directors and members of an executive board</li> <li>• Entities and persons who have powers of representation, decision or control. This could be: <ul style="list-style-type: none"> <li>◦ entities or persons with a 25% or more shareholding</li> <li>◦ entities or persons with less than 25% shareholding who have the relevant powers depending on their particular rights</li> <li>◦ a supplier's ultimate parent company that has powers of representation, decision or control</li> <li>◦ intermediate parent companies that do not have a direct shareholding</li> <li>◦ directors or members of an executive board of their immediate parent company (for example, in the case of an SPV set up specifically to bid for a particular contract)</li> <li>◦ holders of mortgages or liens</li> </ul> </li> </ul> <p>It isn't necessary for you to identify which entities and persons you think are covered in the declarations. However, you must be satisfied that the declaration is made in respect of all of those that are relevant.</p>			

1.14.2	Self-cleaning evaluation guidance	<p>If you declare any convictions you must demonstrate to our satisfaction that you have taken effective remedial action. In order for the evidence provided to be sufficient it must, as a minimum, prove that you have 'self-cleaned' as follows:</p> <ul style="list-style-type: none"> <li>• paid or undertaken to pay compensation in respect of any damage caused by the criminal offence or misconduct;</li> <li>• clarified the facts and circumstances in a comprehensive manner by actively collaborating with the investigating authorities; and</li> <li>• taken concrete technical, organisational and personnel measures that are appropriate to prevent further criminal offences or misconduct.</li> </ul> <p>The actions agreed on deferred prosecution agreements (DPAs) may be submitted as evidence of self-cleaning and evaluated by us as described below.</p> <p>The measures taken will be evaluated taking into account the gravity and particular circumstances of the criminal offence or misconduct. If we consider such evidence as sufficient, you will continue in the procurement process. Our decision will be final.</p> <p>If you cannot provide evidence of 'self-cleaning' that is acceptable to us, you will be excluded from the competition. We will tell you if you are excluded and say why.</p>			
1.14.3	Convictions	<p>Within the past five years, anywhere in the world, have you or any person who is a member of the bidder's administrative, management or supervisory body or has powers of representation, decision or control in the bidder been convicted of any of the offences identified in the questions below?</p>			
	Question	Description	Response Type	Response Guide	Response
1.14.4	1.14.4	<p>Participation in a criminal organisation</p> <p>Participation offence as defined by section 45 of the Serious Crime Act 2015</p> <p>Conspiracy within the meaning of:</p> <ul style="list-style-type: none"> <li>• section 1 or 1A of the Criminal Law Act 1977 or</li> <li>• article 9 or 9A of the Criminal Attempts and Conspiracy (Northern Ireland) Order 1983</li> </ul> <p>where that conspiracy relates to participation in a criminal organisation as defined in Article 2 of Council Framework Decision 2008/841/JHA on the fight against organised crime.</p>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.14.5	1.14.5	<p>Corruption</p> <ul style="list-style-type: none"> <li>• 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</li> <li>• The common law offence of bribery</li> <li>• 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</li> </ul>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.14.6	1.14.6	<p>Fraud</p> <p>Any of the following offences, where the offence relates to fraud affecting the European Communities' financial interests as defined by Article 1 of the convention on the protection of the financial interests of the European Communities:</p> <ul style="list-style-type: none"> <li>• the common law offence of cheating the Revenue</li> <li>• the common law offence of conspiracy to defraud</li> <li>• fraud or theft within the meaning of the Theft Act 1968, the Theft Act (Northern Ireland) 1969, the Theft Act 1978 or the Theft (Northern Ireland) Order 1978</li> <li>• fraudulent trading within the meaning of section 458 of the Companies Act 1985, article 451 of the Companies (Northern Ireland) Order 1986 or section 993 of the Companies Act 2006</li> <li>• fraudulent evasion within the meaning of section 170 of the Customs and Excise Management Act 1979 or section 72 of the Value Added Tax Act 1994</li> <li>• an offence in connection with taxation in the European Union within the meaning of section 71 of the Criminal Justice Act 1993</li> <li>• destroying, defacing or concealing of documents or procuring the execution of a valuable security within the meaning of section 20 of the Theft Act 1968 or section 19 of the Theft Act (Northern Ireland) 1969</li> <li>• fraud within the meaning of section 2, 3 or 4 of the Fraud Act 2006</li> <li>• the possession of articles for use in frauds within the meaning of section 6 of the Fraud Act 2006, or the making, adapting, supplying or offering to supply articles for use in frauds within the meaning of section 7 of that Act.</li> </ul>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.14.7	1.14.7	<p>Terrorist offences or offences linked to terrorist activities</p> <p>Any offence:</p> <ul style="list-style-type: none"> <li>• listed in section 41 of the Counter Terrorism Act 2008;</li> <li>• listed in schedule 2 to that Act where the court has determined that there is a terrorist connection;</li> <li>• under sections 44 to 46 of the Serious Crime Act 2007 that relates to an offence covered by the previous two points.</li> </ul>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.14.8	1.14.8	<p>Money laundering or terrorist financing</p> <ul style="list-style-type: none"> <li>• Money laundering within the meaning of sections 340(11) and 415 of the Proceeds of Crime Act 2002</li> <li>• 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.</li> </ul>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.14.9	1.14.9	<p>Child labour and other forms of trafficking human beings</p> <ul style="list-style-type: none"> <li>• An offence under section 4 of the Asylum and Immigration (Treatment of Claimants etc.) Act 2004;</li> <li>• An offence under section 59A of the Sexual Offences Act 2003</li> <li>• An offence under section 71 of the Coroners and Justice Act 2009</li> <li>• 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</li> <li>• An offence under section 1, section 2 or section 4 of the Modern Slavery Act 2015.</li> </ul>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.14.10	1.14.10	<p>Other offences</p> <ul style="list-style-type: none"> <li>• 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.</li> <li>• Any other offence within the meaning of Article 57(1) of the Directive created after 26th February 2015 in England, Wales or Northern Ireland.</li> </ul>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.14.11	1.14.11	<p>If you answered Yes to any of the questions above in this section, please provide further details including:</p> <ul style="list-style-type: none"> <li>• Who has been convicted</li> <li>• Date of the conviction and jurisdiction</li> <li>• Which of the grounds listed conviction was for</li> <li>• The facts and circumstances relating to the conviction</li> <li>• Details of investigations carried out by relevant authorities</li> <li>• Evidence that you have paid or made arrangements to pay any compensation due</li> <li>• Web address of relevant documentation</li> <li>• Issuing authority</li> <li>• Precise reference of the documents</li> </ul>	Attachment	The applicable attachment must be uploaded	
1.14.12	1.14.12	<p>If you have answered Yes to any of the questions above, in this section please explain what measures have been taken to ensure that the relevant grounds for exclusion will not be triggered again. This is called self-cleaning.</p>	Text	Enter plain text	
<p><b>Note</b></p> <p><b>Note Details</b></p>					
1.14.13	Part 3 continued	Grounds for mandatory and discretionary exclusion relating to the payment of taxes and social security contributions			
1.14.14	Evaluation guidance	<p>Exclusion relating to the payment of taxes and social security contributions</p> <p>The regulations which govern how we procure specify that we must or may (depending on the breach) exclude any organisation which is in breach of its obligations relating to the payment of taxes and social security contributions.</p> <p>We reserve our right to use our discretion to exclude a bidder where we can demonstrate by any appropriate means that the supplier is in breach of its obligations relating to the payment of taxes or social security contributions.</p> <p>For these exclusion grounds you must respond for your organisation. (If you are the lead member of a consortium, you do not need to complete these particular questions on behalf of other members of the group or consortium, because they must complete Parts 2, 2A, 3 and 4 for themselves, using the 'information and declaration' workbook or an EU ESPD)</p>			

1.14.15	Self cleaning evaluation guidance	<p>If you declare any convictions you must demonstrate to our satisfaction that you have taken effective remedial action. In order for the evidence provided to be sufficient it must, as a minimum, prove that you have 'self-cleaned' as follows:</p> <ul style="list-style-type: none"> <li>• paid or undertaken to pay compensation in respect of any damage caused by the criminal offence or misconduct;</li> <li>• clarified the facts and circumstances in a comprehensive manner by actively collaborating with the investigating authorities; and</li> <li>• taken concrete technical, organisational and personnel measures that are appropriate to prevent further criminal offences or misconduct.</li> </ul> <p>The actions agreed on deferred prosecution agreements (DPAs) may be submitted as evidence of self-cleaning and evaluated by us as described below.</p> <p>The measures taken will be evaluated taking into account the gravity and particular circumstances of the criminal offence or misconduct. If we consider such evidence as sufficient, you will continue in the procurement process. Our decision will be final.</p> <p>If you cannot provide evidence of 'self-cleaning' that is acceptable to us, you will be excluded from the competition. We will tell you if you are excluded and say why.</p>				
	Question	Description	Response Type	Response Guide	Response	
1.14.16	1.14.16	Has your organisation committed a breach of obligations relating to the payment of taxes or social security contributions that has been established by a judicial or administrative decision that has a final and binding effect?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box		
	Note	Note Details				
1.14.17	1.14.17	If you have answered yes to the question above				
	Question	Description	Response Type	Response Guide	Response	
1.14.18	1.14.18	<p>Please provide these details for each occurrence:</p> <ul style="list-style-type: none"> <li>• Country or Member State concerned</li> <li>• what is the amount concerned</li> <li>• how the breach was established, i.e. through a judicial or administrative decision or by other means</li> <li>• if the breach has been established through a judicial or administrative decision please provide the date of the decision</li> <li>• if the breach has been established by other means please specify the means</li> </ul> <p>or enter N/A</p>	Text	Enter plain text		
1.14.19	1.14.19	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.	Multi Choice Option List	Mark the applicable Options as "Option Selected"	Yes No N/A	
1.14.20	1.14.20	<p>Have any of your organisation's tax returns submitted on or after 1 October 2012 been found to be incorrect, as a result of any of:</p> <ul style="list-style-type: none"> <li>• HMRC successfully challenging you under the General Anti – Abuse Rule (GAAR) or the "Halifax" abuse principle; or</li> <li>• a tax authority in a jurisdiction in which you are established successfully challenging it under any tax rules or legislation that have an effect equivalent or similar to the GAAR or "Halifax" abuse principle;</li> <li>• a failure to notify, or failure of an avoidance scheme in which you are or were involved, under the Disclosure of Tax Avoidance Scheme rules (DOTAS), VADR (Schedule 11A to the Value Added Tax Act 1994 (as amended by Schedule 1 to the Finance (no. 2) Act 2005)) or any equivalent or similar regime in a jurisdiction in which the supplier is established.</li> </ul>	Multi Choice Option List	Mark the applicable Options as "Option Selected"	Yes No	
1.14.21	1.14.21	<p>Please provide these details for each occurrence:</p> <ul style="list-style-type: none"> <li>• Country or Member State concerned</li> <li>• what is the amount concerned</li> <li>• how and when the breach was established or challenge brought</li> </ul> <p>or enter N/A</p>	Text	Enter plain text		
1.14.22	1.14.22	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.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box		
1.14.23	1.14.23	<p>If you have answered yes to any questions in this section exclusion relating to the payment of taxes and social security contributions, and evidence of meeting all obligations is available electronically, please provide:</p> <ul style="list-style-type: none"> <li>• web address</li> <li>• issuing authority</li> <li>• precise reference of the documents</li> </ul>	Attachment	The applicable attachment must be uploaded		

1.15	Part 3 Grounds for Discretionary Exclusion		Responses to this Section will be considered only if:1.2.3 = N/A		
	Note	Note Details			
1.15.1	Evaluation guidance	The regulations which govern how we procure specify that we may exclude any organisation which has been convicted of certain offences, has been subject to certain proceedings, has had unacceptable conduct or has violated obligations in the field of environmental, social and labour law.  For these exclusion grounds you must respond for your organisation. (If you are the lead member of a consortium, you do not need to complete these particular questions on behalf of other members of the consortium, because they must complete Parts 2, 2A, 3 and 4 for themselves, using the 'information and declaration' workbook or EU ESPN.)			
1.15.2	Self-cleaning evaluation guidance	If you declare any convictions you must demonstrate to our satisfaction that you have taken effective remedial action. In order for the evidence provided to be sufficient it must, as a minimum, prove that you have 'self-cleaned' as follows: <ul style="list-style-type: none"><li>• paid or undertaken to pay compensation in respect of any damage caused by the criminal offence or misconduct;</li><li>• clarified the facts and circumstances in a comprehensive manner by actively collaborating with the investigating authorities; and</li><li>• taken concrete technical, organisational and personnel measures that are appropriate to prevent further criminal offences or misconduct.</li></ul> The actions agreed on deferred prosecution agreements (DPAs) may be submitted as evidence of self-cleaning and evaluated by us as described below.  The measures taken will be evaluated taking into account the gravity and particular circumstances of the criminal offence or misconduct. If we consider such evidence as sufficient, you will continue in the procurement process. Our decision will be final.  If you cannot provide evidence of 'self-cleaning' that is acceptable to us, you will be excluded from the competition. We will tell you if you are excluded and say why.			
1.15.3	The past three years	Within the past three years, anywhere in the world, have any of the situations listed in questions below applied to your organisation?			
	Question	Description	Response Type	Response Guide	Response
1.15.4	1.15.4	Obligations in the fields of environmental, social and labour law established by EU law, national law or collective agreements  Violation of applicable obligations in the fields of environmental, social and labour law established by EU law, national law or collective agreements; including, but not limited to: <ul style="list-style-type: none"><li>• The organisation or any of its Directors or Executive Officers has been in receipt of enforcement/remedial notices in relation to the Health and Safety Executive (or equivalent body)</li><li>• The organisation has been convicted of a breach of the Health and Safety legislation</li><li>• 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</li><li>• Any finding of unlawful discrimination has been made against the organisation by an Employment Tribunal, an Employment Appeal Tribunal or any other court (or in comparable proceedings in any jurisdiction other than the UK)</li><li>• The organisation has been in breach of section 15 of the Immigration, Asylum, and Nationality Act 2006</li><li>• The organisation has a conviction under section 21 of the Immigration, Asylum, and Nationality Act 2006</li><li>• The organisation has been in breach of the National Minimum Wage Act 1998</li></ul>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.15.5	1.15.5	<p>Obligations in the fields of environmental, social and labour law listed in Annex X of the Public Procurement Directive 2014/24/EU</p> <p>Violation of applicable obligations in the fields of environmental, social and labour law established by these international environmental, social and labour law provisions:</p> <ul style="list-style-type: none"> <li>• ILO Convention 87 on Freedom of Association and the Protection of the Right to Organise</li> <li>• ILO Convention 98 on the Right to Organise and Collective Bargaining</li> <li>• ILO Convention 29 on Forced Labour</li> <li>• ILO Convention 105 on the Abolition of Forced Labour</li> <li>• ILO Convention 138 on Minimum Age</li> <li>• ILO Convention 111 on Discrimination (Employment and Occupation)</li> <li>• ILO Convention 100 on Equal Remuneration</li> <li>• ILO Convention 182 on Worst Forms of Child Labour</li> <li>• Vienna Convention for the protection of the Ozone Layer and its Montreal Protocol on substances that deplete the Ozone Layer</li> <li>• Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal (Basel Convention)</li> <li>• Stockholm Convention on Persistent Organic Pollutants (Stockholm POPs Convention)</li> <li>• 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</li> </ul>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.15.6	1.15.6	<p>Bankrupt or subject of insolvency</p> <ul style="list-style-type: none"> <li>• Is bankrupt or is the subject of insolvency or winding-up proceedings, where the organisation's assets are being administered by a liquidator or by the court, where it is in an arrangement with creditors, where its business activities are suspended or it is in any analogous situation arising from a similar procedure under the laws and regulations of any State</li> </ul>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.15.7	1.15.7	<p>Grave professional misconduct</p> <ul style="list-style-type: none"> <li>• Is guilty of grave professional misconduct</li> </ul>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.15.8	1.15.8	<p>Distortion of Competition</p> <ul style="list-style-type: none"> <li>• Has entered into agreements with other economic operators aimed at distorting competition</li> </ul>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.15.9	1.15.9	<p>Conflict of Interest</p> <ul style="list-style-type: none"> <li>• Has been aware of conflict of interest within the meaning of regulation 24 due to the participation of the procurement procedure</li> </ul>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.15.10	1.15.10	<p>Been involved in the preparation of the procurement procedure?</p> <ul style="list-style-type: none"> <li>• Has advised CCS or otherwise been involved in the preparation of this procurement procedure</li> </ul>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.15.11	1.15.11	<p>Prior performance issues</p> <ul style="list-style-type: none"> <li>• Has shown significant or persistent deficiencies in the performance of a substantive requirement under a prior public contract, a prior contract with a contracting entity, or a prior concession contract, which led to early termination of that prior contract, damages or other comparable sanctions</li> </ul>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	



1.15.12	1.15.12	<p>Misrepresentation and undue influence</p> <ul style="list-style-type: none"> <li>Has been found 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</li> <li>Has withheld such information</li> <li>Is not able, without delay, to submit supporting documents if or when required</li> </ul> <p>Has undertaken:</p> <ul style="list-style-type: none"> <li>to unduly influence the decision-making process of CCS to obtain confidential information that may confer upon your organisation undue advantages in the procurement, or</li> <li>to negligently provide misleading information that may have a material influence on decisions concerning exclusion, selection or award</li> </ul>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.15.13	1.15.13	<p>If you answered Yes to any of the questions above, please attach a file to provide further details as appropriate including:</p> <ul style="list-style-type: none"> <li>Date of the violation or offence</li> <li>Which of the grounds listed applied</li> <li>The facts and circumstances relating to the violation or offence</li> <li>Details of investigations carried out by relevant authorities</li> <li>Evidence that you have paid or made arrangements to pay any compensation due</li> <li>Web address of relevant documentation</li> <li>Issuing authority</li> <li>Precise reference of the documents</li> </ul>	Attachment	The applicable attachment must be uploaded	
1.15.14	1.15.14	<p>If you have answered Yes to any of the questions above, please explain what measures have been taken to ensure that the relevant grounds for exclusion will not be triggered again. This is called self-cleaning.</p> <p>Or enter N/A</p>	Text	Enter plain text	

<b>1.16 Part 4 Suitability</b>					
	Note	Note Details			
1.16.1	Supplier code of conduct	The supplier code of conduct exists to help suppliers to understand the standards and behaviors that are expected when you work with Government, and how you can help Government deliver for taxpayers			
	Question	Description	Response Type	Response Guide	Response
1.16.2	1.16.2	<p>Supplier code of conduct</p> <p>Please self-certify that your organisation will comply with the 'Supplier Code of Conduct' guidance which can be found at the following link:</p> <p><a href="https://www.gov.uk/government/publications/supplier-code-of-conduct">https://www.gov.uk/government/publications/supplier-code-of-conduct</a></p>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
	Note	Note Details			
1.16.3	Guidance	Professional or Trade Registers - this is information to ensure that you are suitable for this procurement. For the EU, the relevant professional and trade registers and corresponding declarations and certificates for each Member State are listed in Annex XI of the Public Procurement Directive 2014/24/EU			
	Question	Description	Response Type	Response Guide	Response
1.16.4	1.16.4	Are you registered with the appropriate professional or trade registers specified for this procurement in the state where your organisation is established?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

<b>1.17 Professional or Trade Registers - Relevant Details</b>			<b>Responses to this Section will be considered only if: 1.16.4 = Yes</b>		
	Question	Description	Response Type	Response Guide	Response
1.17.1	1.17.1	What is the name of the register?	Text	Enter plain text	
1.17.2	1.17.2	What is your registration number(s)?	Text	Enter plain text	
1.17.3	1.17.3	If evidence of registration is available electronically, please list the website address, issuing body and reference number?	Text	Enter plain text	

<b>1.18 Authorisation or Organisation Legal Requirement</b>					
	Question	Description	Response Type	Response Guide	Response

1.18.1	1.18.1	For procurements for services, is it a legal requirement in the state where you are established for you to: <ul style="list-style-type: none"> <li>possess a particular authorisation, or</li> <li>be a member of a particular organisation,</li> </ul> to provide the requirements specified in this procurement?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
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1.19 Authorisation or Organisation Legal Requirement - Relevant Details			Responses to this Section will be considered only if: 1.18.1 = Yes		
Question	Description	Response Type	Response Guide	Response	
1.19.1	1.19.1	What are the details of what is required?	Text	Enter plain text	
1.19.2	1.19.2	Have you complied with what is required?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.19.3	1.19.3	If evidence of compliance is available electronically, please list the website address, issuing body and reference number?	Text	Enter plain text	

1.20 Part 5 Financial Risk					
Note	Note Details				
1.20.1	Evaluation guidance	<p>Evaluation guidance</p> <p>Your financial risk will be evaluated PASS/FAIL.</p> <p>What we will do to assess your financial risk</p> <p>Stage 1</p> <p>We will use a credit reference agency (Dun &amp; Bradstreet) to obtain a financial risk score (D&amp;B Failure Score) for you and any members of your consortium or any nominated guarantor(s).</p> <p>The financial risk thresholds for each Lot are:</p> <p>Lot 1 - 65 Lot 2 - 60 Lot 3 - 60 Lot 4 - 60</p> <p>If your financial risk score for Lot 1 is 65 or more, or there is an equivalent international score, you will receive a Pass for this question.</p> <p>If your financial risk score for Lot 2, Lot 3 &amp; Lot 4 is 60 or more, or there is an equivalent international score, you will receive a Pass for this question.</p> <p>Stage 2</p> <p>If the score is less than the scores above or no financial risk score is available then we will ask for copies of your financial statements, audited if applicable, for the two most recent years.</p> <p>If there are no financial statements available, we will ask for other information including:</p> <ul style="list-style-type: none"> <li>a statement of turnover, profit and loss account/income statement, balance sheet/statement of financial position and statement of cash flow for the most recent period of trading</li> <li>forecast financial statements and cash for the current year and a bank letter outlining the current cash and credit position and/or</li> <li>an alternative means of demonstrating financial status</li> </ul> <p>If the information we ask for is not provided you will Fail this question and your bid may be rejected.</p>			
1.20.2	Evaluation guidance	<p>Stage 3</p> <p>We will then use the information provided at stage 2 above to assess the level of financial risk using our financial risk assessment template, attachment 3. If the level of financial risk is unacceptable, you will Fail this question.</p> <p>If the level of risk is acceptable with mitigating actions, and you have not already nominated a guarantor we will ask you to name a guarantor.</p> <p>Stage 4</p> <p>If you name a guarantor, stages 1, 2 and 3 above will be repeated on the guarantor. If you cannot provide a guarantor whose level of financial risk is acceptable, or you cannot provide a guarantor, you will Fail this question and your bid may be excluded.</p> <p>If any member of a group or a consortium has a level of financial risk which is unacceptable, and you cannot provide a guarantor whose level of financial risk is acceptable, then you will 'Fail' this question and the consortium bid may be excluded.</p> <p>We may require bidders to provide a guarantee/bond at the award of the first call-off contract, in the event that the bidders is awarded a framework contract.</p>			
Question	Description	Response Type	Response Guide	Response	
1.20.3	1.20.3	Would you, or any of the members of the consortium, prefer us to carry out the financial risk score and financial risk assessment on a guarantor?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.21 Guarantor Details		Responses to this Section will be considered only if:1.20.3 = Yes			
	Note	Note Details			
1.21.1	Guidance	What are the details of your guarantor			
	Question	Description	Response Type	Response Guide	Response
1.21.2	1.21.2	Have you attached the 'Information and Declaration' Workbook Attachment 4 as completed by the nominated guarantor, without amendment?  Please name the file Guarantor_ insertyourcompanyname	Attachment	The applicable attachment must be uploaded	

1.21.3	1.21.3	Confirm that your nominated guarantor has agreed to complete a deed of guarantee in favour of CCS and all buyers in the form set out in Joint Schedule 8 (Guarantee) prior to any award being made	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
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1.22 Part 6 Requirements under Modern Slavery Act 2015					
	Question	Description	Response Type	Response Guide	Response
1.22.1	1.22.1	Are you a relevant commercial organisation as defined by section 54 ("Transparency in supply chains etc.") of the Modern Slavery Act 2015 ("the Act") this means do you have a total turnover of £36m or more?	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.23 Requirements under Modern Slavery Act 2015			Responses to this Section will be considered only if: 1.22.1 = Yes		
	Question	Description	Response Type	Response Guide	Response
1.23.1	1.23.1	Are you compliant with the annual reporting requirements contained within Section 54 of the Act 2015 <a href="http://www.legislation.gov.uk/ukpga/2015/30/section/54/enacted">www.legislation.gov.uk/ukpga/2015/30/section/54/enacted</a>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.24 Compliant with reporting requirements			Responses to this Section will be considered only if:1.23.1 = Yes		
	Note	Note Details			
1.24.1	Evaluation guidance	This section will be evaluated PASS / FAIL.  Your bid will FAIL, if you do not provide a link to your organisations slavery and human trafficking statement that appears in prominent place on your website homepage			
	Question	Description	Response Type	Response Guide	Response
1.24.2	1.24.2	Provide the relevant link to the slavery and human trafficking statement that appears in a prominent place on your organisations website homepage.	Text	Enter plain text	

1.25	Not Compliant with annual reporting requirements		Responses to this Section will be considered only if:1.23.1 = No		
	Note	Note Details			
1.25.1	Evaluation guidance	This section will be evaluated PASS / FAIL.  Your bid will FAIL, if you do not provide a satisfactory explanation as to why you are not compliant with the annual reporting requirements contained within Section 54 of the Act 2015.			
	Question	Description	Response Type	Response Guide	Response
1.25.2	1.25.2	Please provide an explanation as to why your organisation is not compliant with the annual reporting requirements contained within section 54 of the Act 2015.	Text	Enter plain text	

1.26 Part 7 Insurance Requirements					
	Note	Note Details			
1.26.1	Evaluation guidance	This question is evaluated PASS/FAIL.  Your bid will FAIL, if you do not answer Yes to this question.  You will be required to provide evidence of the required levels of insurance cover prior to the Framework commencement date.			
	Question	Description	Response Type	Response Guide	Response
1.26.2	1.26.2	Tell us if you have, or agree to get before the framework contract start date, the following levels of insurance cover: <ul style="list-style-type: none"> <li>• Employer's (Compulsory) Liability Insurance* = £5,000,000</li> <li>• Public Liability Insurance = £1,000,000</li> <li>• Professional Indemnity Insurance = £1,000,000</li> <li>• Product Liability Insurance = £1,000,000</li> </ul> *It is a legal requirement that all companies hold Employer's (Compulsory) Liability Insurance of £5 million as a minimum. Please note this requirement is not applicable to sole traders.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.27 Part 8 Cyber Essentials Scheme					
	Note	Note Details			
1.27.1	Evaluation guidance	The question in this section will be evaluated PASS / FAIL.  Your bid will FAIL, if you do not answer 'Yes' to question 1.27.6 in this section.  Before execution of your first Call-Off Contract you will be required to provide: <ul style="list-style-type: none"> <li>• Evidence of a valid Cyber Essentials certificate; or</li> <li>• Evidence that your organisation meets the technical requirements prescribed by the Cyber Essentials scheme.</li> </ul>			
1.27.2	Question	In relation to the services, please tell us if you comply with one of the following criteria (i), (ii) or (iii) at question 1.27.6:			

1.27.3	(i)	(i) You have a current and valid Cyber Essentials certificate which has been awarded by one of the government approved Cyber Essentials accreditation bodies within the most recent 12 months and where your organisation proposes to use key subcontractors to carry out the services and these key subcontractors shall be involved in handling sensitive and personal information with regard to the services, such key subcontractors will have in place a valid Cyber Essentials certificate before execution of your first Call-Off Contract where your organisation proposes to use the key subcontractor			
1.27.4	(ii)	OR  (ii) You do not have a current and valid Cyber Essentials certificate which has been awarded by one of the government approved Cyber Essentials accreditation bodies but you are working towards gaining it, and will be in a position to confirm that you have been awarded a current and valid Cyber Essentials certificate by one of the government approved accreditation bodies, before execution of your first Call-Off Contract and where your organisation proposes to use key subcontractors to carry out the services and these key subcontractors shall be involved in handling sensitive and personal information with regard to the services, such key subcontractors will have in place a valid Cyber Essentials certificate before execution of your first Call-Off Contract where your organisation proposes to use the key subcontractor;			
1.27.5	(iii)	(iii) You do not have a current and valid Cyber Essentials certificate which has been awarded by one of the government approved Cyber Essentials accreditation bodies, but you can demonstrate (or, will be able to demonstrate) before execution of your first Call-Off Contract that your organisation meets the technical requirements prescribed by the Cyber Essentials Scheme and where your organisation proposes to use key subcontractors to carry out the services and these key subcontractors shall be involved in handling sensitive and personal information with regard to the services, such key subcontractors can demonstrate (or, will be able to demonstrate) before execution of your first Call-Off Contract that they meet the technical requirements prescribed by the Cyber Essentials Scheme as detailed in the following link: <a href="https://www.cyberessentials.ncsc.gov.uk/requirements-for-it-infrastructure">https://www.cyberessentials.ncsc.gov.uk/requirements-for-it-infrastructure</a>			
	Question	Description	Response Type	Response Guide	Response
1.27.6	1.27.6	In relation to the services, please tell us if you comply with one of the criteria above	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

1.28 Part 9 Framework award form population template					
	Question	Description	Response Type	Response Guide	Response
1.28.1	Attachment 9 - Framework award form population template	Please attach your completed Attachment 9 - Framework award form population template to this question.  Please name the file FAF - insertyourcompany name	Attachment	The applicable attachment must be uploaded	

1.29 Part 10 Technical and Professional Ability Lot 1					
	Note	Note Details			
1.29.1	Lot 1 Hardware and Software and Associated Services Guidance	If you are Bidding for Lot 1 you will need to successfully PASS the Technical and Professional questions for Lot 1 (question references 1.29.4-5 and 1.29.8-9); Lot 2 (question references 1.30.4-5 and 1.30.8-9) and Lot 3 (question references 1.31.4-5 and 1.31.8-9).			
1.29.2	Evaluation Guidance - Lot 1 Hardware and Software and Associated Services, Question 1	<p>The following question will be evaluated.</p> <p>The marking scheme for this question is PASS / FAIL, please refer to the Evaluation Guidance at 1.29.10 to 1.29.12.</p> <p>You must complete "Attachment 2b - Evidence of Contract Example Lot 1 Question 1" if you are bidding for Lot 1.</p> <ul style="list-style-type: none"> <li>• Examples can be public or private sector;</li> <li>• Examples provided must relate to contracts performed during the past 3 years, prior to publication of the OJEU contract notice to be valid;</li> <li>• Customer referee provided must be notified by you that they may be contacted by us (we reserve the right to verify the accuracy of contract details provided);</li> <li>• Examples must clearly and unambiguously fall within the scope of the requirement;</li> <li>• Examples of contracts awarded under other frameworks via call-off contracts will be considered valid, but framework contracts themselves will NOT be considered valid;</li> <li>• Customer referee provided must not have been employed or appointed by your organisation, or from within your associated group of companies, within the past 3 years prior to the publication of the OJEU contract notice; and</li> <li>• Examples may cover situations where your organisation was acting as prime contractor, key subcontractor or part of a consortium.</li> <li>• Examples must clearly identify the goods and services provided.</li> </ul> <p>If you are not bidding for Lot 1 please enter N/A in section 1.29.5.</p> <p>No attachments other than the contract example certificates are permitted; any additional documents submitted will be ignored in the evaluation of this question.</p>			
1.29.3	Response Guidance - Lot 1 Hardware and Software and Associated Services, Question 1	<p>The Contract Example Certificate must include a summary of the contract, clearly describing your role in delivering the contract and detailing your technical capability to successfully deliver combined Hardware and Software requirements with Network infrastructure management (as described in Framework Schedule 1 - Specification).</p> <p>If you do not provide the contract examples we have asked for your bid will be excluded from this procurement.</p>			
	Question	Description	Response Type	Response Guide	Response
1.29.4	Attachment	Please attach your completed Attachment 2b - Evidence of Contract Example Lot 1 Question 1 to this question. Please name the attachment: "[Bidder Name] Attachment 2b - Evidence of Contract Example Lot 1 Question 1"	Attachment	The applicable attachment must be uploaded	
1.29.5	Single Choice	You are required to select 'YES', 'NO' or 'N/A' from the drop down list to confirm that your response has been attached to question 1.29.4. Your bid may FAIL if you do not attach "Attachment 2b - Evidence of Contract Example Lot 1 Question 1". Select "N/A" if you are not bidding for Lot 1.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
	Note	Note Details			

1.29.6	Evaluation Guidance - Lot 1 Hardware and Software and Associated Services, Question 2	<p>The following question will be evaluated.</p> <p>The marking scheme for this question is PASS / FAIL, please refer to the evaluation guidance at 1.29.10 to 1.29.12.</p> <p>You must complete "Attachment 2b - Evidence of Contract Example Lot 1 Question 2" if you are bidding for Lot 1.</p> <ul style="list-style-type: none"> <li>• Examples can be public or private sector;</li> <li>• Examples provided must relate to contracts performed during the past 3 years, prior to publication of the OJEU contract notice to be valid;</li> <li>• Customer referee provided must be notified by you that they may be contacted by us (we reserve the right to verify the accuracy of contract details provided);</li> <li>• Examples must clearly and unambiguously fall within the scope of the requirement;</li> <li>• Examples of contracts awarded under other frameworks via call-off contracts will be considered valid, but framework contracts themselves will NOT be considered valid;</li> <li>• Customer referee provided must not have been employed or appointed by your organisation, or from within your associated group of companies, within the past 3 years prior to the publication of the OJEU contract notice; and</li> <li>• Examples may cover situations where your organisation was acting as prime contractor, key subcontractor or part of a consortium.</li> <li>• Examples must clearly identify the goods and services provided.</li> </ul> <p>If you are not bidding for Lot 1 please enter N/A in section 1.29.9.</p> <p>No attachments other than the contract example certificates are permitted; any additional documents submitted will be ignored in the evaluation of this question.</p>			
1.29.7	Response Guidance - Lot 1 Hardware and Software and Associated Services, Question 2	<p>The Contract Example Certificate must include a summary of the contract, clearly describing your role in delivering the contract and detailing your technical capability to successfully deliver combined Hardware and Software requirements with Security management (as described in Framework Schedule 1 - Specification).</p> <p>If you do not provide the contract examples we have asked for your bid will be excluded from this procurement.</p>			
	Question	Description	Response Type	Response Guide	Response
1.29.8	Attachment	Please attach your completed Attachment 2b - Evidence of Contract Example Lot 1 Question 2 to this question. Please name the attachment: "[Bidder Name] Attachment 2b - Evidence of Contract Example Lot 1 Question 2."	Attachment	The applicable attachment must be uploaded	
1.29.9	Single Choice	<p>You are required to select 'YES', 'NO' or 'N/A' from the drop down list to confirm that your response has been attached to question 1.29.8. Your bid may FAIL if you do not attach "Attachment 2b - Evidence of Contract Example Lot 1 Question 2".</p> <p>Select "N/A" if you are not bidding for Lot 1.</p>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
	Note	Note Details			
1.29.10	Evaluation guidance	<p>What we will do with your responses:</p> <p><b>Evaluation</b> We will give your examples to our evaluation panel. Each evaluator will independently assess each example using the response guidance for each contract example and the marking scheme. They will give a mark (PASS/FAIL) and a reason for their mark for each example they are assessing. The evaluators will enter the marks and reasons into the eSourcing suite.</p> <p><b>Consensus</b> Once the evaluators have independently assessed each of your examples we will arrange for the evaluators to meet. We will facilitate the discussion. At this meeting, the evaluators will discuss the quality of your answers and review their marks and reasons for that mark. The discussion will continue until they reach a consensus regarding the mark and reason for that mark. This will be done for each lot you have submitted examples for.</p> <p>If you do not achieve a PASS for the examples you have provided, your bid for Lot 1 will be excluded from the competition. We will tell you that your bid has been excluded from the competition and why.</p> <p>Please remember that you must also successfully pass the technical and professional questions for Lot 2 and Lot 3 (reference 1.29.1).</p>			
1.29.11	Evaluation guidance	The marking scheme and evaluation criteria below will be used for all contract examples			
1.29.12	Evaluation guidance	<p>Marking Scheme -- Evaluation Criteria</p> <p>Pass -- You have provided contract examples which meet all elements of the response guidance associated with each question.</p> <p>Fail -- You have not provided contract examples which meet all elements of the response guidance associated with each question.</p> <p>OR</p> <p>You have not provided any contract example details or the requested information.</p>			

<b>1.30 Part 10 Technical and Professional Ability Lot 2</b>	
	Note Details
1.30.1	<p>Lot 2 Hardware and Associated Services Technical and Professional ability Guidance</p> <p>If you are Bidding for Lot 2 you will need to successfully PASS the Technical and Professional questions for Lot 2 (Lot 2 question references 1.30.4-5 and 1.30.8-9).</p>

1.30.2	Evaluation Guidance - Lot 2 Hardware and Associated Services, Question 1	<p>The following question will be evaluated.</p> <p>The marking scheme for this question is PASS / FAIL, please refer to the evaluation guidance at 1.30.10 to 1.30.12.</p> <p>You must complete "Attachment 2b - Evidence of Contract Example Lot 2 Question 1" if you are bidding for Lot 2.</p> <ul style="list-style-type: none"> <li>•Examples can be public or private sector;</li> <li>•Examples provided must relate to contracts performed during the past 3 years, prior to publication of the OJEU contract notice to be valid;</li> <li>•Customer referee provided must be notified by you that they may be contacted by us (we reserve the right to verify the accuracy of contract details provided);</li> <li>•Examples must clearly and unambiguously fall within the scope of the requirement;</li> <li>•Examples of contracts awarded under other frameworks via call-off contracts will be considered valid, but framework contracts themselves will NOT be considered valid;</li> <li>•Customer referee provided must not have been employed or appointed by your organisation, or from within your associated group of companies, within the past 3 years prior to the publication of the OJEU contract notice; and</li> <li>• Examples may cover situations where your organisation was acting as prime contractor, key subcontractor or part of a consortium.</li> <li>• Examples must clearly identify the goods and services provided.</li> </ul> <p>If you are not bidding for Lot 2 please enter N/A in section 1.30.5.</p> <p>No attachments other than the contract example certificates are permitted; any additional documents submitted will be ignored in the evaluation of this question.</p>			
1.30.3	Response Guidance - Lot 2 Hardware and Associated Services, Question 1	<p>The Contract Example Certificate must include a summary of the contract, clearly describing your role in delivering the contract and detailing your technical capability to provide:</p> <ul style="list-style-type: none"> <li>•Hardware that falls within the scope of Lot 2, (reference paragraph 3.3 of Framework Schedule 1 - Specification).</li> <li>•End User Support (reference paragraph 3.1.2 of Framework Schedule 1 - Specification)</li> <li>•Service desk (reference paragraph 3.1.3 of Framework Schedule 1 - Specification)</li> <li>•Integration (reference paragraph 3.1.4 of Framework Schedule 1 - Specification)</li> <li>•Systems installations (reference paragraph 3.1.5 of Framework Schedule 1 - Specification)</li> <li>•Project management and (reference paragraph 3.1.6 of Framework Schedule 1 - Specification)</li> <li>•Training (reference paragraph 3.1.7 of Framework Schedule 1 - Specification)</li> </ul> <p>If you do not provide the contract examples we have asked for your bid will be excluded from this procurement.</p>			
	Question	Description	Response Type	Response Guide	Response
1.30.4	Attachment	Please attach your completed Attachment 2b - Evidence of Contract Example Lot 2 Question 1 to this question. Please name the attachment: "[Bidder Name] Attachment 2b - Evidence of Contract Example Lot 2 Question 1"	Attachment	The applicable attachment must be uploaded	
1.30.5	Single Choice	You are required to select 'YES', 'NO' or 'N/A' from the drop down list to confirm that your response has been attached to question 1.30.4. Your bid may FAIL if you do not attach "Attachment 2b - Evidence of Contract Example Lot 2 Question 1." Select "N/A" if you are not bidding for Lot .	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
	Note	Note Details			
1.30.6	Evaluation Guidance - Lot 2 Hardware and Associated Services, Question 2	<p>The following question will be evaluated.</p> <p>The marking scheme for this question is PASS / FAIL, please refer to the evaluation guidance at 1.30.10 to 1.30.12.</p> <p>You must complete "Attachment 2b - Evidence of Contract Example Lot 2 Question 2" if you are bidding for Lot 2.</p> <ul style="list-style-type: none"> <li>• Examples can be public or private sector;</li> <li>• Examples provided must relate to contracts performed during the past 3 years, prior to publication of the OJEU contract notice to be valid;</li> <li>• Customer referee provided must be notified by you that they may be contacted by us (we reserve the right to verify the accuracy of contract details provided);</li> <li>• Examples must clearly and unambiguously fall within the scope of the requirement;</li> <li>• Examples of contracts awarded under other frameworks via call-off contracts will be considered valid, but framework contracts themselves will NOT be considered valid;</li> <li>• Customer referee provided must not have been employed or appointed by your organisation, or from within your associated group of companies, within the past 3 years prior to the publication of the OJEU contract notice; and</li> <li>• Examples may cover situations where your organisation was acting as prime contractor, key subcontractor or part of a consortium.</li> <li>•Examples must clearly identify the goods and services provided.</li> </ul> <p>If you are not bidding for Lot 2 please enter N/A in section 1.30.9.</p> <p>No attachments other than the contract example certificates are permitted; any additional documents submitted will be ignored in the evaluation of this question.</p>			
1.30.7	Response Guidance - Lot 2 Hardware and Associated Services, Question 2	<p>The Contract Example Certificate must include a summary of the contract, clearly describing your role in delivering the contract and detailing your technical capability to provide:</p> <ul style="list-style-type: none"> <li>•Hardware that falls within the scope of Lot 2 (reference paragraph 3.3 of Framework Schedule 1 - Specification).</li> <li>•Hardware Asset Management (reference paragraph 3.1.10 of Framework Schedule 1 - Specification).</li> </ul> <p>If you do not provide the contract examples we have asked for your bid will be excluded from this procurement.</p>			
	Question	Description	Response Type	Response Guide	Response
1.30.8	Attachment	Please attach your completed Attachment 2b - Evidence of Contract Example Lot 2 Question 2 to this question. Please name the attachment "[Bidder Name] Attachment 2b - Evidence of Contract Example Lot 2 Question 2"	Attachment	The applicable attachment must be uploaded	
1.30.9	Single Choice	You are required to select 'YES', 'NO' or 'N/A' from the drop down list to confirm that your response has been attached to question 1.30.8. Your bid may FAIL if you do not attach "Attachment 2b - Evidence of Contract Example Lot 2 Question 2." Select "N/A" if you are not bidding for Lot.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
	Note	Note Details			

1.30.10	Evaluation Guidance	<p>What we will do with your responses:</p> <p><b>Evaluation</b> We will give your examples to our evaluation panel. Each evaluator will independently assess each example using the response guidance for each contract example and the marking scheme. They will give a mark (PASS/FAIL) and a reason for their mark for each example they are assessing. The evaluators will enter the marks and reasons into the eSourcing suite.</p> <p><b>Consensus</b> Once the evaluators have independently assessed each of your examples we will arrange for the evaluators to meet. We will facilitate the discussion. At this meeting, the evaluators will discuss the quality of your answers and review their marks and reasons for that mark. The discussion will continue until they reach a consensus regarding the mark and reason for that mark. This will be done for each lot you have submitted examples for.</p> <p>If you do not achieve a PASS for the examples you have provided, your bid for Lot 2 will be excluded from the competition. We will tell you that your bid has been excluded from the competition and why.</p>
1.30.11	Evaluation Guidance	The marking scheme and evaluation criteria below will be used for all contract examples
1.30.12	Evaluation Guidance	<p>Marking Scheme -- Evaluation Criteria</p> <p>Pass -- You have provided contract examples which meet all elements of the response guidance associated with each question.  Fail -- You have not provided contract examples which meet all elements of the response guidance associated with each question.  OR  You have not provided any contract example details or the requested information.</p>

1.31 Part 10 Technical and Professional Ability Lot 3					
	Note	Note Details			
1.31.1	Lot 3 Software and Associated Services Technical and Professional ability Guidance	If you are Bidding for Lot 3 you will need to successfully PASS the Technical and Professional questions for Lot 3 (Lot 3 question references 1.31.4-5 and 1.31.8-9).			
1.31.2	Evaluation Guidance - Lot 3 Software and Associated Services, Question 1	<p>The following question will be evaluated.</p> <p>The marking scheme for this question is PASS / FAIL, please refer to the evaluation guidance at 1.31.10 to 1.31.12.</p> <p>You must complete "Attachment 2b - Evidence of Contract Example Lot 3 Question 1" if you are bidding for Lot 3.</p> <ul style="list-style-type: none"> <li>•Examples can be public or private sector;</li> <li>•Examples provided must relate to contracts performed during the past 3 years, prior to publication of the OJEU contract notice to be valid;</li> <li>•Customer referee provided must be notified by you that they may be contacted by us (we reserve the right to verify the accuracy of contract details provided);</li> <li>•Examples must clearly and unambiguously fall within the scope of the requirement;</li> <li>•Examples of contracts awarded under other frameworks via call-off contracts will be considered valid, but framework contracts themselves will NOT be considered valid;</li> <li>•Customer referee provided must not have been employed or appointed by your organisation, or from within your associated group of companies, within the past 3 years prior to the publication of the OJEU contract notice; and</li> <li>•Examples may cover situations where your organisation was acting as prime contractor, key subcontractor or part of a consortium.</li> <li>• Examples must clearly identify the goods and services provided.</li> </ul> <p>If you are not bidding for Lot 1 please enter N/A in section 1.31.5.</p> <p>No attachments other than the contract example certificates are permitted; any additional documents submitted will be ignored in the evaluation of this question.</p>			
1.31.3	Response Guidance - Lot 3 Software and Associated Services, Question 1	<p>The Contract Example Certificate must include a summary of the contract, clearly describing your role in delivering the contract and detailing your technical capability to:</p> <ul style="list-style-type: none"> <li>•Provide software that falls within the scope of Lot 3 (reference paragraph 3.4. of the Framework Schedule 1 - Specification).</li> <li>•End User Support (reference paragraph 3.1.2 of the Framework Schedule 1 - Specification).</li> <li>•Service desk (reference paragraph 3.1.3 of the Framework Schedule 1 - Specification).</li> <li>•Integration (reference paragraph 3.1.4 of the Framework Schedule 1 - Specification).</li> <li>•Systems installations (reference paragraph 3.1.5 of the Framework Schedule 1 - Specification).</li> <li>•Project management and (reference paragraph 3.1.6 of the Framework Schedule 1 - Specification).</li> <li>•Training (reference paragraph 3.1.7 of the Framework Schedule 1 - Specification).</li> </ul> <p>If you do not provide the contract examples we have asked for your bid will be excluded from this procurement.</p>			
	Question	Description	Response Type	Response Guide	Response
1.31.4	Attachment	Please attach your completed Attachment 2b - Evidence of Contract Example Lot 3 Question 1 to this question. Please name the attachment: "[Bidder Name] Attachment 2b - Evidence of Contract Example Lot 3 Question 1"	Attachment	The applicable attachment must be uploaded	
1.31.5	Single Choice	You are required to select 'YES', 'NO' or 'N/A' from the drop down list to confirm that your response has been attached to question 1.31.4. Your bid may FAIL if you do not attach "Attachment 2b - Evidence of Contract Example Lot 3 Question 1" for Lot 3 Question 1 Select "N/A" if you are not bidding for Lot.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
	Note	Note Details			



1.31.6	Evaluation Guidance - Lot 3 Software and Associated Services, Question 2	<p>The following question will be evaluated.</p> <p>The marking scheme for this question is PASS / FAIL, please refer to the evaluation guidance at 1.31.10 to 1.31.12.</p> <p>You must complete "Attachment 2b - Evidence of Contract Example Lot 3 Question 2" if you are bidding for Lot 3.</p> <ul style="list-style-type: none"> <li>•Examples can be public or private sector;</li> <li>•Examples provided must relate to contracts performed during the past 3 years, prior to publication of the OJEU contract notice to be valid;</li> <li>•Customer referee provided must be notified by you that they may be contacted by us (we reserve the right to verify the accuracy of contract details provided);</li> <li>•Examples must clearly and unambiguously fall within the scope of the requirement;</li> <li>•Examples of contracts awarded under other frameworks via call-off contracts will be considered valid, but framework contracts themselves will NOT be considered valid;</li> <li>•Customer referee provided must not have been employed or appointed by your organisation, or from within your associated group of companies, within the past 3 years prior to the publication of the OJEU contract notice; and</li> <li>•Examples may cover situations where your organisation was acting as prime contractor, key subcontractor or part of a consortium.</li> <li>• Examples must clearly identify the goods and services provided.</li> </ul> <p>If you are not bidding for Lot 3 please enter N/A in section 1.31.9.</p> <p>No attachments other than the contract example certificates are permitted; any additional documents submitted will be ignored in the evaluation of this question.</p>			
1.31.7	Response Guidance - Lot 3 Software and Associated Services, Question 2	<p>The Contract Example Certificate must include a summary of the contract, clearly describing your role in delivering the contract and detailing your technical capability to provide:</p> <ul style="list-style-type: none"> <li>•Software that falls within the scope of Lot 3 (reference paragraph 3.4 of the Framework Schedule 1 - Specification);</li> <li>•Software Asset Management (reference paragraph 3.1.11 of the Framework Schedule 1 - Specification).</li> </ul> <p>If you do not provide the contract examples we have asked for your bid will be excluded from this procurement.</p>			
	Question	Description	Response Type	Response Guide	Response
1.31.8	Attachment	Please attach your completed Attachment 2b - Evidence of Contract Example Lot 3 Question 2 to this question. Please name the attachment: "[Bidder Name] Attachment 2b - Evidence of Contract Example Lot 3 Question 2."	Attachment	The applicable attachment must be uploaded	
1.31.9	Single Choice	You are required to select 'YES', 'NO' or 'N/A' from the drop down list to confirm that your response has been attached to question 1.31.8. Your bid may FAIL if you do not attach "Attachment 2b - Evidence of Contract Example Lot 3 Question 2." Select "N/A" if you are not bidding for Lot 3.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
	Note	Note Details			
1.31.10	Evaluation Guidance	<p>What we will do with your responses:</p> <p><b>Evaluation</b> We will give your examples to our evaluation panel. Each evaluator will independently assess each example using the response guidance for each contract example and the marking scheme. They will give a mark (PASS/FAIL) and a reason for their mark for each example they are assessing. The evaluators will enter the marks and reasons into the eSourcing suite.</p> <p><b>Consensus</b> Once the evaluators have independently assessed each of your examples we will arrange for the evaluators to meet. We will facilitate the discussion. At this meeting, the evaluators will discuss the quality of your answers and review their marks and reasons for that mark. The discussion will continue until they reach a consensus regarding the mark and reason for that mark. This will be done for each lot you have submitted examples for.</p> <p>If you do not achieve a PASS for the examples you have provided, your bid for Lot 3 will be excluded from the competition. We will tell you that your bid has been excluded from the competition and why.</p>			
1.31.11	Evaluation Guidance	The marking scheme and evaluation criteria below will be used for all contract examples			
1.31.12	Evaluation Guidance	<p>Marking Scheme -- Evaluation Criteria</p> <p>Pass -- You have provided contract examples which meet all elements of the response guidance associated with each question.</p> <p>Fail -- You have not provided contract examples which meet all elements of the response guidance associated with each question.</p> <p>OR</p> <p>You have not provided any contract example details or the requested information.</p>			

<b>1.32 Part 10 Technical and Professional Ability Lot 4</b>		
	Note	Note Details
1.32.1	Lot 4 Information and Assured Goods & Associated Services Technical and Professional ability Guidance	If you are Bidding for Lot 4 you will need to successfully PASS the Technical and Professional questions for Lot 4 (Lot 4 question references 1.32.4-5 and 1.32.8-9), Lot 2 (question references 1.30.4-5 and 1.30.8-9) and Lot 3 (question references 1.31.4-5 and 1.31.8-9).



1.32.2	Evaluation Guidance - Lot 4 Information and Assured Goods & Associated Services, Question 1	<p>The following question will be evaluated.</p> <p>The marking scheme for this question is PASS / FAIL, please refer to the evaluation guidance at 1.32.10 to 1.32.12.</p> <p>You must complete "Attachment 2b - Evidence of Contract Example Lot 4 Question 1" if you are bidding for Lot 4.</p> <ul style="list-style-type: none"> <li>•Examples can be public or private sector;</li> <li>•Examples provided must relate to contracts performed during the past 3 years, prior to publication of the OJEU contract notice to be valid;</li> <li>•Customer referee provided must be notified by you that they may be contacted by us (we reserve the right to verify the accuracy of contract details provided);</li> <li>•Examples must clearly and unambiguously fall within the scope of the requirement;</li> <li>•Examples of contracts awarded under other frameworks via call-off contracts will be considered valid, but framework contracts themselves will NOT be considered valid;</li> <li>•Customer referee provided must not have been employed or appointed by your organisation, or from within your associated group of companies, within the past 3 years prior to the publication of the OJEU contract notice; and</li> <li>•Examples may cover situations where your organisation was acting as prime contractor, key subcontractor or part of a consortium.</li> <li>• Examples must clearly identify the goods and services provided.</li> </ul> <p>If you are not bidding for Lot 4 please enter N/A in section 1.32.5.</p> <p>No attachments other than the contract example certificates are permitted; any additional documents submitted will be ignored in the evaluation of this question.</p>			
1.32.3	Response Guidance - Lot 4 Information and Assured Goods & Associated Services, Question 1	<p>The Contract Example Certificate must include a summary of the contract, clearly describing your role in delivering the contract and detailing your technical capability to successfully deliver IT Goods (reference paragraph 3.5.1 of the Framework Schedule 1 - Specification) with secure disposal service (reference paragraph 3.5.2 (f)(i-viii) of the Framework Schedule 1 - Specification).</p> <p>If you do not provide the contract examples we have asked for your bid will be excluded from this procurement.</p>			
1.32.4	Attachment	<p>Please attach your completed Attachment 2b - Evidence of Contract Example Lot 4 Question 1 to this question. Please name the attachment: "[Bidder Name] Attachment 2b - Evidence of Contract Example Lot 4 Question 1."</p>	Attachment	The applicable attachment must be uploaded	
1.32.5	Single Choice	<p>You are required to select 'YES', 'NO' or 'N/A' from the drop down list to confirm that your response has been attached to question 1.32.4. Your bid may FAIL if you do not attach "Attachment 2b - Evidence of Contract Example Lot 4 Question 1." Select "N/A" if you are not bidding for Lot 4.</p>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
	Note	Note Details			
1.32.6	Evaluation Guidance - Lot 4 Information and Assured Goods & Associated Services, Question 2	<p>The following question will be evaluated.</p> <p>The marking scheme for this question is PASS / FAIL, please refer to the evaluation guidance at 1.32.10 to 1.32.12.</p> <p>You must complete "Attachment 2b - Evidence of Contract Example Lot 4 Question 2" if you are bidding for Lot 4.</p> <ul style="list-style-type: none"> <li>•Examples can be public or private sector;</li> <li>•Examples provided must relate to contracts performed during the past 3 years, prior to publication of the OJEU contract notice to be valid;</li> <li>•Customer referee provided must be notified by you that they may be contacted by us (we reserve the right to verify the accuracy of contract details provided);</li> <li>•Examples must clearly and unambiguously fall within the scope of the requirement;</li> <li>•Examples of contracts awarded under other frameworks via call-off contracts will be considered valid, but framework contracts themselves will NOT be considered valid;</li> <li>•Customer referee provided must not have been employed or appointed by your organisation, or from within your associated group of companies, within the past 3 years prior to the publication of the OJEU contract notice; and</li> <li>•Examples may cover situations where your organisation was acting as prime contractor, key subcontractor or part of a consortium.</li> <li>• Examples must clearly identify the goods and services provided.</li> </ul> <p>If you are not bidding for Lot 4 please enter N/A in section 1.32.9.</p> <p>No attachments other than the contract example certificates are permitted; any additional documents submitted will be ignored in the evaluation of this question.</p>			
1.32.7	Response Guidance - Lot 4 Information and Assured Goods & Associated Services, Question 2	<p>The Contract Example Certificate must include a summary of the contract, clearly describing your role in delivering the contract and detailing your technical capability to successfully deliver IT Goods (reference paragraph 3.5.1 of the Framework Schedule 1 - Specification) with Audio-visual and Infrastructure solutions as per the Framework Schedule 1 - Specification 3.5.2(e) .</p> <p>If you do not provide the contract examples we have asked for your bid will be excluded from this procurement.</p>			
1.32.8	Attachment	<p>Please attach your completed Attachment 2b - Evidence of Contract Example Lot 4 Question 2 to this question. Please name the attachment: "[Bidder Name] Attachment 2b - Evidence of Contract Example Lot 4 Question 2."</p>	Attachment	The applicable attachment must be uploaded	
1.32.9	Single Choice	<p>You are required to select 'YES', 'NO' or 'N/A' from the drop down list to confirm that your response has been attached to question 1.32.8. Your bid may FAIL if you do not attach "Attachment 2b - Evidence of Contract Example Lot 4 Question 2." Select "N/A" if you are not bidding for Lot 4.</p>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
	Note	Note Details			

1.32.10	Evaluation Guidance	<p>What we will do with your responses:</p> <p><b>Evaluation</b> We will give your examples to our evaluation panel. Each evaluator will independently assess each example using the response guidance for each contract example and the marking scheme. They will give a mark (PASS/FAIL) and a reason for their mark for each example they are assessing. The evaluators will enter the marks and reasons into the eSourcing suite.</p> <p><b>Consensus</b> Once the evaluators have independently assessed each of your examples we will arrange for the evaluators to meet. We will facilitate the discussion. At this meeting, the evaluators will discuss the quality of your answers and review their marks and reasons for that mark. The discussion will continue until they reach a consensus regarding the mark and reason for that mark. This will be done for each lot you have submitted examples for.</p> <p>If you do not achieve a PASS for the examples you have provided, your bid for Lot 4 will be excluded from the competition. We will tell you that your bid has been excluded from the competition and why.</p> <p>Please remember that you must also successfully pass the technical and professional questions for Lot 2 and Lot 3 (reference 1.32.1).</p>
1.32.11	Evaluation Guidance	The marking scheme and evaluation criteria below will be used for all contract examples
1.32.12	Evaluation Guidance	<p>Marking Scheme -- Evaluation Criteria</p> <p>Pass -- You have provided contract examples which meet all elements of the response guidance associated with each question. Fail -- You have not provided contract examples which meet all elements of the response guidance associated with each question. OR You have not provided any contract example details or the requested information.</p>

1.33 Part 11 Past Performance - Lots 1 & 3					
	Note	Note Details			
1.33.1	Guidance	<p>This section is only applicable if you are bidding for Lots 1 and/or Lot 3.</p> <p>The Government has developed an approach to ensuring that previous poor performance by Suppliers can be taken into account and robustly assessed prior to entering into certain new contracts (as described in 'Procurement Policy Note – Taking Account of Bidders' Past Performance. Action Note 04/15 dated 25th March 2015). This gives the Government confidence, based on past performance, that those awarded such contracts will perform them satisfactorily in accordance with their terms. The following paragraphs have been taken from the Procurement Policy Note 04/15 and indicate the requirements for Public Sector bodies and bidders in relation to bidders past performance.</p> <p>"The policy is that as part of any assessment of a bidder's technical and professional ability, Departmental Bodies should ensure that any failure to discharge obligations under the previous principal relevant contracts of those who will be involved in performing the contract (if awarded to the bidder) is taken into account in the assessment of whether specified minimum Standards for reliability in the performance of such contracts are met."</p> <p>"In addition, under the policy, Departmental Bodies will re-assess reliability based on past performance before key points in the procurement process (i.e. short listing, preferred bidder status, conclusion of contract etc.). Bidders will accordingly be asked to update the evidence they provide in relation to past performance to reflect more recent performance on new or existing contracts (or to confirm that nothing has changed)."</p>			
1.33.2	Guidance	<p>If you are not utilising third parties (Key Subcontractors), the list referred to above must include contracts under which relevant principal Services have been provided by you.</p> <p>Where you are responsible for contract(s) which were previously the responsibility of a predecessor entity (or entities) the list of contracts must include the contracts under which relevant principal Services were provided by the predecessor entity.</p> <p>If you propose to rely on other entities (including, in the case of a Consortium, members of the Consortium, third parties and Key Subcontractors) to enable you to perform any contract to be awarded under the Framework Agreement, the list referred to above must:</p> <p>(i) describe the function that each of those other entities will perform under any contract to be awarded under the Framework Agreement,; and</p> <p>(ii) describe contracts in respect of relevant principal Services provided by any other entity (including any member of the Consortium) on which you intend to rely to enable you to perform any contract to be awarded under the Framework Agreement. Ensure your description matches the functions you described in response to (i) above.</p> <p>Where you are an entity which has been formed for the particular purpose of participating in this Procurement, you should follow the instructions given immediately above in the paragraph starting 'If you propose to rely on other entities' by including in your list, contracts under which relevant principal Services were provided by those entities on whom you will rely to perform the contract (or your predecessor entities), instead of the yourself.</p>			
1.33.3	Guidance	<p>Where it is envisaged that you will rely on one or more Key Subcontractors to enable you to perform any contract to be awarded under this Framework Agreement and:</p> <ul style="list-style-type: none"> <li>• Where a Key Subcontractor has not been formally appointed, you need not include any contracts in relation to that particular Subcontractor, within the list, and</li> <li>• In so far as the anticipated value of any particular Key Subcontract is less than five (5) per cent of the total contract value, you need not include such a contract in relation to that particular Subcontractor, within the list.</li> </ul> <p>Unless you have selected Not Applicable from the drop down list, failure to provide a full and comprehensive list of all the relevant principal Services provided in the previous 3 years in accordance with this Response Guidance will result in your disqualification from further participation in this Procurement.</p>			
1.33.4	Question / Note to Suppliers	<p>If you are bidding for Lots 1 &amp; 3, you must provide a full and comprehensive list of all the Relevant Principal Services provided in the previous three (3) years in the form set out at Attachment 2c Relevant principal Services Template. You must also request the Buyer you have provided the Relevant Principle Services to, to complete Attachment 2d Certificate of Performance, which then must be submitted by all bidders if they are bidding for Lots 1 &amp; 3.</p> <p>For the avoidance of doubt, 'Relevant Principal Services' in this context is Technology Products and Associated Services that fall within the scope of Lot 1 and Lot 3 (as detailed within Framework Schedule 1 - Specification) with a total contract value equal to or in excess of £20,000,000.</p> <p>You are required to submit a completed Attachment 2c Relevant Principal Services template and Attachment 2d Certificate of Performance for Lots 1 &amp; 3.</p> <p>Your response must be labelled as: "[Bidder Name] Attachment 2c Relevant Principal Services template Lot [XX]." and "[Bidder Name] Attachment 2d Certificate of Performance Lot [XX]"</p> <p>You are required to select 'YES', 'NO' or Not Applicable from the drop down list for each Lot you are bidding for to confirm that your response has been attached to the relevant question for that Lot.</p> <p>If you have not delivered any Relevant Principal Services in the previous three (3) years, you must make a declaration to that effect by selecting 'Not Applicable' from the drop down list. If you are not bidding for either Lot 1 &amp; 3 you should select 'Not Applicable'.</p>			
	Question	Description	Response Type	Response Guide	Response
1.33.5	Attachment	Please attach your "[Bidder Name] Attachment 2c Relevant principal Services template [Lot 1]" to this question.	Attachment	The applicable attachment must be uploaded	
1.33.6	Attachment	Please attach your "[Bidder Name] Attachment 2d Certificate of Performance [Lot 1]" to this question.	Attachment	The applicable attachment must be uploaded	

1.33.7	Multiple Choice	You are required to select 'YES', 'NO' or 'Not Applicable' (if you are not bidding for Lot 1) from the drop down list for Lot 1 to confirm that your response has been attached to question 1.33.5 and 1.33.6.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.33.8	Attachment	Please attach your "[Bidder Name] Attachment 2c Relevant principal Services template [Lot 3]" to this question.	Attachment	The applicable attachment must be uploaded	
1.33.9	Attachment	Please attach your "[Bidder Name] Attachment 2d Certificate of Performance [Lot 3]" to this question.	Attachment	The applicable attachment must be uploaded	
1.33.10	Multiple Choice	You are required to select 'YES', 'NO' or 'Not Applicable' (if you are not bidding for Lot 3) from the drop down list for Lot 3 to confirm that your response has been attached to question 1.33.8 and 1.33.9.	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	

#### 1.34 Part 12 Hardware Accreditation's and Partner Status - Lots 1, 2 & 4

Note		Note Details															
1.34.1	Hardware Accreditation Guidance	You must demonstrate that you hold at least one (1) accreditation from the list below. Where you are a Hardware Accreditor/OEM for a product contained in the list below you must demonstrate that your employees are trained to at least the same level as required for the relevant accreditation level.															
1.34.2	Response Guidance	The question below lists the main hardware brands that have a significant deployment across the public sector, based on sales via previous Frameworks. In order to effectively supply the Deliverables that are available to Buyers under the scope of Lot 1, 2 and 4 you must confirm that; You have at least one (1) of the accreditation's specified in the table; or where you as the bidding organisation are one of the specified Hardware Accreditors/OEMs and you wish to effectively name yourself as holding relevant Partner status we require you to confirm that your relevant staff hold at least the same qualifications and levels of experience as you require of partners. You are required to select option YES or NO from the drop down list associated with each accreditation. This is a PASS/FAIL question. If you cannot or are unwilling to select YES to one of accreditation's you will be disqualified from further participation in this competition.															
1.34.3	Response Guidance	You are required to provide either:  - A copy of the certification associated with the accreditation, which is valid at the time of the Framework bid submission deadline. Please attach copies of the certification at section 1.34.5; OR  - Where you (as the bidding organisation) are one of the specified Hardware Accreditors, and you wish to effectively name yourself as holding relevant Partner status please self-certify on headed paper that your employees are trained to at least the same level as required for the relevant accreditation. Please attach copies of the certification at section 1.34.5.  Certification/evidence must clearly demonstrate the provision of Hardware in the UK. Demonstrating the provision of Hardware in other locations will not be considered valid. The certification/evidence must be suitable for the UK Public Sector excluding the Education Sector. Certification/evidence pertaining to the Education Sector will not be considered valid.  We will use the Certification/evidence of equivalent trained staff to assess compliance with the response guidance. If you do not attach Certification/evidence of equivalently trained staff, which complies with the response guidance you will be awarded a fail and your Bid for the Lot(s) will be excluded from further competition.															
	Question	Description	Response Type	Response Guide	Response												
1.34.4	Multiple Choice	Accreditation's - Lot 2 Hardware and associated Services.  Please confirm whether you have any of the accreditation's listed below. The minimum accreditation level is in brackets.	Multi Choice Option List	Mark the applicable Options as "Option Selected"	<table><tr><td>HPE (Enterprise Silver Partner)</td><td></td></tr><tr><td>HP Inc (HP Silver Partner)</td><td></td></tr><tr><td>Dell (Preferred Partner Direct)</td><td></td></tr><tr><td>Lenovo (Gold Partner)</td><td></td></tr><tr><td>Apple (Authorised Reseller)</td><td></td></tr><tr><td>Cisco (Gold)</td><td></td></tr></table>	HPE (Enterprise Silver Partner)		HP Inc (HP Silver Partner)		Dell (Preferred Partner Direct)		Lenovo (Gold Partner)		Apple (Authorised Reseller)		Cisco (Gold)	
HPE (Enterprise Silver Partner)																	
HP Inc (HP Silver Partner)																	
Dell (Preferred Partner Direct)																	
Lenovo (Gold Partner)																	
Apple (Authorised Reseller)																	
Cisco (Gold)																	
1.34.5	Attachment	Please provide: certification to evidence the relevant accreditation; or where you are the hardware accreditor/ OEM for a product contained in the list, evidence to demonstrate that your employees are trained to at least the same level as required for the relevant accreditation level.	Attachment	The applicable attachment must be uploaded													
Note		Note Details															
1.34.6	Evaluation Guidance	Pass -  By selection YES, you have confirmed: •You have at least one (1) of the accreditations specified in the table and provided certification that fully meets the response guidance or; •Where you are a Hardware Accreditor/OEM for a product contained in the table you have provided evidence to demonstrate that your employees are trained to at least the same level as required for the relevant accreditation level fully meeting the response guidance.  Fail -  By selecting NO to all listed accreditations, you have confirmed: •You do not have in place at least one of the relevant accreditations; and/or cannot provide certification that fully meets the response guidance or; •Where you are a Hardware Accreditor/OEM for a product contained in the table you have not provided evidence to demonstrate that your employees are trained to at least the same level as required for the relevant accreditation level. By selecting NO (or by not answering the question) you will be excluded from further participation in the competition.															

#### 1.35 Part 12 Software Accreditations and Partner Status - Lots 1, 3 & 4

Note	Note Details				
1.35.1	Software Accreditation Guidance	You must demonstrate that you hold at least one (1) accreditation from the list below. Where you are a Software Accreditor/Software Vendor for a product contained in the list below you must demonstrate that your employees are trained to at least the same level as required for the relevant accreditation level.			

1.35.2	Response Guidance	The question below lists the main software brands that have a significant deployment across the public sector, based on sales via previous Frameworks. In order to effectively supply the Deliverables that are available to Buyers under the scope of Lot 1, 3 and 4 you must confirm that; You have at least one (1) of the accreditations specified in the table, or where you as the bidding organisation are one of the specified Software Accreditors / Software Vendors and you wish to effectively name yourself as holding relevant Partner status we require you to confirm that your staff hold at least the same qualifications and levels of experience as you require of partners. You are required to select option YES or NO from the drop down list associated with each accreditation. This is a PASS/FAIL question. If you cannot or are unwilling to select YES to one of accreditations you will be disqualified from further participation in this competition.				
1.35.3	Response Guidance	You are required to provide either:  - A copy of the certification associated with the accreditation, which is valid at the date of the Framework bid submission deadline. Please attach copies of the certification at section 1.35.5; OR  - Where you (as the bidding organisation) are one of the specified Software Accreditors, and you wish to effectively name yourself as holding relevant Partner status please self-certify on headed paper that your employees are trained to at least the same level as required for the relevant accreditation. Please attach copies of the certification at section 1.35.5  Certification/evidence must clearly demonstrate the provision of Software in the UK. Demonstrating the provision of Software in other locations will not be considered valid. The certification/evidence must be suitable for the UK Public Sector excluding the Education Sector. Certification/evidence pertaining to the Education Sector will not be considered valid.  We will use the Certification/evidence of equivalent trained staff to assess compliance with the response guidance. If you do not attach Certification/evidence of equivalently trained staff, which complies with the response guidance you will be awarded a fail and your Bid for the Lot(s) will be excluded from further competition.				
	Question	Description	Response Type	Response Guide	Response	
1.35.4	Multiple Choice	Accreditations - Software and associated Services.  Please confirm whether you have any of the accreditations listed below. The minimum accreditation level is in brackets	Multi Choice Option List	Mark the applicable Options as "Option Selected"	Microsoft Volume Licencing (Silver)	
					VMware (Professional Partner)	
					IBM (Advanced Business Partner)	
					Netapp (Implementation Services and Support Services (Partner))	
					Oracle (Gold Partner)	
					Other	
1.35.5	Attachment	Please provide: certification to evidence the relevant accreditation; or where you are a Software Accreditor/Software Vendor for a product contained in the list, evidence to demonstrate that your employees are trained to at least the same level as required for the relevant accreditation level.	Attachment	The applicable attachment must be uploaded		
	Note	Note Details				
1.35.6	Evaluation Guidance	Pass -  By selection YES, you have confirmed: •You have at least one (1) of the accreditations specified in the table and provided certification that fully meets the response guidance or; •Where you are a Software Accreditor/Software Vendor for a product contained in the table you have provided evidence to demonstrate that your employees are trained to at least the same level as required for the relevant accreditation level fully meeting the response guidance.  Fail -  By selecting NO to all listed accreditations, you have confirmed: •You do not have in place at least one of the relevant accreditations; and/or cannot provide certification that fully meets the response guidance or; •Where you are a Software Accreditor/Software Vendor for a product contained in the table you have not provided evidence to demonstrate that your employees are trained to at least the same level as required for the relevant accreditation level. By selecting NO (or by not answering the question) you will be excluded from further participation in the competition.				

<b>1.36 Part 13 List X Accreditation - for Lot 4 ONLY</b>					
	Note	Note Details			
1.36.1	Response Guidance	<p>You are required to select either i), ii) or iii) from the list below which represents your current position.</p> <p>Suppliers without existing accreditation will only be awarded a place on the Framework Agreement subject to achieving successful accreditation within six (6) months of the commencement date of the Framework Agreement .</p>			
1.36.2	Evaluation Guidance	<p>The question in this section is evaluated PASS/FAIL. If you select option iii) from the list below your bid will FAIL and you will be excluded from the competition for this lot. List X accreditation is a mandatory requirement for this Lot.</p> <p>If you select either option i) or ii) you will PASS.</p>			
	Question	Description	Response Type	Response Guide	Response

1.36.3	Question	<p>Please select one of the criteria i), ii) or iii) from the list below:</p> <p>i) You already have a current and valid List X accreditation and where your organisation proposes to use key subcontractors, they will also have a current and valid List X accreditation in place within six (6) months of the commencement date of the Framework Agreement.</p> <p>ii) You do not have a current and valid List X accreditation, but you are working towards gaining the accreditation and will be in the position to confirm you have a valid List X accreditation within six (6) months of the commencement date of the Framework Agreement, and where you propose to use key subcontractors, they will also be working towards gaining and achieving the accreditation within six (6) months of the commencement date of the Framework Agreement.</p> <p>iii) You do not have a current and valid List X accreditation and you will not have one within six (6) months of the commencement date of the Framework Agreement.</p>	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
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Note	Note Details
1.36.4	<p><b>Response Guidance</b></p> <p>You MUST demonstrate that you are able to provide the secure disposal services listed below by selecting YES to each of the services stated at 1.35.5</p> <p>This is a PASS/FAIL question. If you cannot select YES to each of the the secure disposal services listed in the table accompanying this question then your bid with FAIL and you will be excluded from the competition for this lot.</p> <p>Your provision of the services must comply with at least one of the following standards:</p> <ul style="list-style-type: none"> <li>• Destruction and disposal services both on and off-site, that are compliant with, Communications Electronics Security Group (CESG) Assured Services (Sanitisation) –CAS-S.</li> <li>• Destruction and disposal services both on and off-site, that are compliant with, Centre for the Protection of National Infrastructure (CPNI) certification.</li> </ul> <p>Please indicate the secure disposal services that you can supply. Where the secure disposal service is provided by a key sub-contractor please provide their details here and also in Attachment 7 Key Subcontractor details</p>

Question	Description	Response Type	Response Guide	Response
1.36.5	<p>Multiple Choice</p> <p>Accreditations - Lot 2 Hardware and associated Services.</p> <p>Please confirm whether you have any of the accreditations listed below. The minimum accreditation level is in brackets.</p>	Multi Choice Option List	Mark the applicable Options as "Option Selected"	<p>i) End to End Traceability for all items from start (product leaves owners premises) to finish (disposal, remarket, recycle, redeploy, or donate)</p> <p>ii) Specialist Logistics (collection from client sites using fully secure units for transportation including security cleared staff)</p> <p>iii) Facilities to separate and store various electronic equipment</p> <p>iv) Data Destruction (secure data erasure, degaussing, shredding)</p> <p>v) On site Destruction (on site data cleansing and destruction)</p> <p>vi) Recycling (including provision of all relevant disposal certificates and details of materials recycled and/or sent to landfill)</p> <p>vii) Asset Tracking (auditable trail of each item. Asset tracking for the end user should also be supported)</p> <p>viii) Destruction and disposals management information reporting</p>

1.37 Part 14 Visibility of Third Part Agents / Bid Writers					
Question	Description	Response Type	Response Guide	Response	
1.37.1	1.36.1	Text	Enter plain text		
1.37.2	1.36.2	Text	Enter plain text		
1.37.3	1.36.3	Text	Enter plain text		
1.37.4	1.36.4	Text	Enter plain text		

1.38 Declaration		
Note	Note Details	

1.38.1	Declaration	<p>I declare that to the best of my knowledge the information submitted in this selection questionnaire is correct and accurate.</p> <p>I declare that I will provide relevant certificates and/or evidence when requested and without delay, except where these can be accessed free of charge by CCS via a national database in any EU Member State.</p> <p>I understand that the information will be used in the selection process to assess our suitability to participate further in this procurement.</p> <p>I understand that CCS may exclude us if we fail to answer all the relevant questions fully, or if we provide false or misleading information.</p> <p>I am aware of the consequences of serious misrepresentation.</p>			
	Question	Description	Response Type	Response Guide	Response
1.38.2	Agreement to declaration	Do you agree to the declaration	Option List	Select one of the Options listed in the drop down menu on the bottom right of the response box	
1.38.3	Name	Name of person agreeing to the declaration	Text	Enter plain text	
1.38.4	Role in organisation	Role in organisation	Text	Enter plain text	
1.38.5	Date	Date	Date	Enter a valid Date	