



Scheme Delivery Framework (SDF)

Selection Questionnaire (SQ)

Guidance

This document should be read in conjunction with the Selection Questionnaire in Bravo. Submitting without consulting this guidance may lead to incomplete responses and a rejected submission.

Definitions

Applicant (or “You/Your”)	The body or legal entity completing this Selection Questionnaire.
Associated Company	has the meaning in section 256 of the Companies Act 2006.
Authority	Highways England Company Limited.
Bravo/e-sourcing portal	The e-Sourcing portal that is used for submission of tenders and any supporting documentation, the submission of and responses to tender queries, clarifications or any other communication between bidders and Highways England. https://highways.bravosolution.co.uk/web/login.shtml ;
Consortium/Joint Venture	An incorporated or unincorporated organisation of two or more businesses joining together as a group for the purpose of bidding for this contract.
Constructionline (CL)	The register for pre-qualified contractors and consultants used by the construction industry of the United Kingdom. https://www.constructionline.co.uk/
DUNS number	D-U-N-S Number is Dun & Bradstreet’s means of identifying business entities on a location-specific basis. Assigned and maintained solely by D&B, this is a unique nine-digit identification number.
Dun & Bradstreet (D&B)	A company that provides commercial data, analytics, and insights for businesses.
Invitation to Tender (ITT)	The formal invitation by a successful Applicant to make an offer for the supply of services to the Authority.
OJEU	Official Journal of the European Union through which Public Sector tenders above a certain threshold value must be advertised.
PAS 91: 2013+A1:2017	A Publicly Available Specification (PAS) that sets out the content, format and use of questions that are widely applicable to prequalification for construction tendering. https://www.constructionline.co.uk/pas-91/
The Public Contracts Regulations (2015) (PCRs)	A set of regulations setting out how contracts over a required threshold must be procured and awarded. http://www.legislation.gov.uk/ukSI/2015/102/contents/made
Self-cleaning	Evidence to support an Applicant requesting not to be excluded from this tender competition due to it having failed one of the mandatory or discretionary exclusion

Selection Questionnaire Guidance

	grounds.
Selection Questionnaire (SQ)	The document containing the questions that Applicants must answer to allow the Authority to assess if they should progress to the next stage of the tender process. .
SME	Small and Medium Sized Enterprise. http://ec.europa.eu/growth/smes/business-friendly-environment/sme-definition_en
Special Purpose Vehicle (SPV)	A legal entity (usually a limited company or a limited liability partnership) created to allow a consortium to bid for this contract.
Sub-Contractor	A contractor who works for the main Contractor (to whom the contract has been awarded).

1. INTRODUCTION

- 1.1 This document provides guidance on how to complete the Selection Questionnaire (SQ) for the procurement of the Authority's Scheme Delivery Framework (SDF). This document should be read in conjunction with the SQ and further guidance within Bravo.
- 1.2 Additional information is provided for the procurement of the SDF and Applicants are advised to review this to understand the procurement strategy for this framework as follows:
- 1.2.1 Appendix N – provides information of the bidding rules and award rules that apply.
 - 1.2.2 A Briefing Note provides information of the type of contract that will be awarded including its scope and other information. The Briefing Note provides further details of the description of a Sublot, Lot, and Band and Applicants are advised they are familiar with this terminology.
 - 1.2.3 Two presentations (available on YouTube) were provided as market engagement exercise in June 2020 that gave an Introduction to SDF and the lotting strategy. The links are provided in the Briefing Note.
- 1.3 This SQ is published on 3rd August 2020 and must be returned by no later than midday hours on 10th September 2020 via Bravo.
- 1.4 The **indicative** timetable for the procurement is set out in Table 1 below. Highways England reserves the right to amend this timetable.

Table 1- Indicative Timetable

Date	Activity
3 rd August 2020	OJEU notice published
3 rd August 2020	Selection Questionnaire, Selection Questionnaire Guidance and Tender Briefing Note published.
10 th September 2020	Interested Parties express interest in tendering by submitting a completed Selection Questionnaire (SQ) that will demonstrate their ability to meet Highways England's professional, technical and financial standards.
Mid - November 2020	Highways England confirms the tender short-list for each Lot and which Suppliers will be Invited to Tender
Late November 2020	Issue of Invitation to Tender
Early February 2021	Tender returns submitted
February- July 2021	Tender Assessment
October 2021	Framework Award
November 2021	Framework mobilised

Selection Questionnaire Guidance

Expressions of interest restrictions

- 1.5 Applicants may express an interest in all Lots for this framework contract. However, bidding rules and award rules apply to limit the number of lots a given Applicant can be admitted to.
- 1.6 Consortium and Joint Venture (JV) partners are not permitted to:
 - a. be members of more than one Consortium/JV,
 - b. express an interest as sole Applicants for the same Lot or Band as a Consortium/JV of which they are a member, or
 - c. express an interest as sole Applicants in the same Lot or Band as another member of a Consortium/JV of which they are part.
- 1.7 Applicants may not express an interest for a Lot if one of their Associated Companies has also expressed an interest for the same Lot.
- 1.8 Applicants may not express an interest within a Band if one of their Associated Companies has also expressed an interest within the same Band.
- 1.9 Applicants must use the Lot Preference Form to identify the Lot(s) for which it is expressing an interest (either alone or as part of a Consortium /JV).

Bidding Rules

- 1.10 The Authority has developed bidding rules for this framework that apply at this SQ stage as well as at tender stage. The bidding rules are provided as part of this SQ documentation in Appendix N.
- 1.11 Upon receipt of an Applicant's expression of interest for a Lot, the Authority will apply the bidding rules. For those Lot(s) (if any) where the Applicant has failed to comply with the bidding rules, the Authority will disregard its expression of interest for those Lot(s).

Lot Preferencing

- 1.12 This section is provided for information only at this SQ stage. All successful Applicants who are invited to tender will be asked to rank their preference for the sublots for which they intend to tender from highest to lowest.
- 1.13 At ITT stage this preferencing, along with the overall score assessed during the Tender evaluation and the award rules, will be used prior to contract award to determine the successful Applicants(s) to be admitted to each subplot. Further details are provided in Appendix N.
- 1.14 The Authority advises all Applicants to ensure they are familiar with the award rules before selecting their preferences. Applicants carry the financial risk of applying for more Lots or sublots than the maximum number they are allowed to win.

Award Rules

- 1.15 This section is provided for information only at this SQ stage. The Authority has

Selection Questionnaire Guidance

developed a set of award rules for this framework that limit the number of sublots that can be awarded to a given Applicant following Tender evaluation. Further details are provided in Appendix N.

- 1.16 The award rules (in conjunction with the overall score assessed during the Tender evaluation and subplot preferencing) will be used at the contract award stage of the procurement process to determine the successful Applicant(s) to be awarded a place on each subplot.

2. INSTRUCTIONS TO APPLICANTS

- 2.1 This SQ stage of the procurement process enables the Authority to determine whether an Applicant is eligible to be invited through to the Invitation to Tender stage.

This SQ is in 5 parts:

- **Part 1** captures the basic information about the Applicant, such as contact details, trade memberships and details of parent companies etc.
 - **Part 2** covers a self-declaration regarding whether any of the mandatory or discretionary exclusion grounds set out in regulation 57 of The Public Contracts Regulations 2015 apply and if they do whether the Applicant has achieved “self cleaning”.
 - **Parts 3 and 4** gather information that will be used to select suppliers to be invited to tender, based on criteria related to:
 - economic and financial standing; and
 - technical and professional ability.Some of this information is evaluated on a pass/fail basis and some is scored.
 - **Part 5** captures details of the Applicant’s bidding model and proposed sub-contracting arrangements.
- 2.2 All Applicants must complete the Part 1 and Part 2 declarations, confirming that none of the mandatory or discretionary exclusion grounds in regulation 57 of The Public Contracts Regulations 2015 apply or, if they do, that self-cleaning has occurred. Only one response per Applicant is required for Part 1 and 2 irrespective of the number of Lots for which interest is being expressed.
- 2.3 A completed Part 1 and Part 2 declaration is also required from any organisation that the Applicant relies on to meet the selection criteria in Parts 3 & 4, for example parent companies, affiliates, associates or essential sub-contractors. If an Applicant is submitting a response that relies on no other parties, then only the Applicant needs to complete and submit the Part 1 and Part 2 declaration.

Table 2- Selection Questionnaire Summary

- 2.4 This table summarises how each part of this SQ needs to be completed, and by whom.

Part 1	Applicant Information	To be completed by
P1-2	Information for completing Your response	Separate Part 1 and Part 2 responses should be completed by: 1. The lead Applicant; and (if applicable)
P1-3	Applicant information	
P1-4	Declaration	
P1-5	Contact details	
P1-6	Constructionline	

Selection Questionnaire Guidance

Part 2	Grounds for exclusion	2. any joint venture/consortium partners comprising an Applicant; and 3. any members of the supply chain who are being relied on by the Applicant in order to pass any of the selection criteria in Parts 3 & 4.
P2-2	Grounds for mandatory exclusion	
	Mandatory exclusion self-cleaning	
P2-3	Non-payment of tax and social security contributions	
P2-4	Grounds for discretionary exclusion	
	Discretionary exclusion self-cleaning	
P2-5	Conflict of interest	
Part 3	Supplier Information	To be completed by
P3-2	Non-collusion statement	A separate Part 3 response should be completed by: 1. the lead Applicant; and (if applicable) 2. any joint venture/consortium partners comprising an Applicant.
P3-3	Health & Safety	
P3-4	Equal Opportunity & Diversity	
P3-5	Environmental Management exemption	A response to question P3-15 (steel) is only required for the following Lots: Band A <ul style="list-style-type: none"> Lot 1.1 General Civil Engineering (super region) Lot 1.2 General Civil Engineering (region) Band B <ul style="list-style-type: none"> Lot 4.1 Road Restraint Systems and Fencing (super region) Lot 4.2 Road Restraint and Fencing Systems (region) Band C <ul style="list-style-type: none"> Lot 7 Road Lighting and Electrical Lot 8 Structures Waterproofing and Expansion Joints Lot 9 Technology (inc Traffic Signals) Lot 10 Structures, Structural Services and Concrete Repairs
P3-6	Environmental Management Policy	
P3-7	Quality Management exemption	
P3-8	Quality Management Policy and Capability	
P3-9	Building Information Modelling, Policy and Capability	
P3-10	Modern Slavery	
P3-11	Supplier's approach to payment in the procurement of major contracts	
P3-12	Financial Information	
P3-13	Parent Company Guarantor (PCG)	
P3-14	Insurance	
P3-15	Steel	
P3-16	National Highway Sector Schemes (NHSS) Accreditation	
Part 4	Supplier Information	To be completed by
P4-2	Skills and Apprentices	A combined Part 4 response

Selection Questionnaire Guidance

P4-3	Highways England additional questions	<p>should be completed by the lead Applicant on behalf of any consortium members & key subcontractors.</p> <p>Questions P4-3b, P4-3c and P4-3d should be completed by all Applicants</p> <p>Question P4-3f should be completed by Applicants applying for lots in Bands A and B only.</p>
Part 5	Bidding & sub-contracting model	To be completed by
P5-2	Bidding Model	The lead Applicant.
P5-3	Joint Venture	
P5-4	Subcontractors and Associated companies relied on for selection	
P5-5	Lot Confirmation form	

SQ Communications

- 2.5 All queries from Applicants must be made via Bravo using the SQ Query Form provided. The deadline for queries is listed in paragraph 3.2, and queries submitted after this date will not be accepted, unless instructed otherwise by the Procurement Officer. All details are to be included on this form, and no further attachments are to be sent unless specifically requested by the Procurement Officer. One question should be asked for each row.
- 2.6 Contact with the Procurement Officer must be made via Bravo only. Except where otherwise directed in these Instructions, Applicants must not contact any other person in relation to this tender.
- 2.7 All queries made in accordance with these instructions will be responded to by the Procurement Officer via a SQ query response. SQ queries will be issued regularly to all Tenderers via Bravo.
- 2.8 Where an Applicant believes that their query (and subsequent answer) is confidential, for example, specific questions about their bidding model, Applicants can ask that their query and answer is treated as confidential. For each query marked as confidential, the Procurement Officer will need to be satisfied that there is a genuine concern before restricting wider disclosure to other Applicants. If the Procurement Officer does not consider that the question should be treated as confidential, Highways England reserves the right, at its own discretion, to ask the Applicant to withdraw the query or to circulate it and/or the subsequent response to all Applicants.

3. INSTRUCTIONS FOR SUBMISSION OF SQ RESPONSE

- 3.1 The Authority will be using the Bravo e-sourcing portal to facilitate this procurement and all applications must be submitted online through Bravo corresponding with the sections and numbering in this SQ. Submissions made by any other means will not be accepted. A hard copy of this SQ has also been provided in Appendix L – **please note this is for reference only**.
- 3.2 If You have any request for clarification regarding this SQ please send them to the Procurement Officer, Jas Claire, via Bravo <https://highways.bravosolution.co.uk>. Please do not directly contact any other employee of, or advisor or contractor to, the Authority unless such contact has been agreed in advance by the Procurement Officer. The last date for the submission of a request for clarification will be 28th August 2020 and we will endeavour to issue all responses by 3rd September 2020.
- 3.3 All communications MUST be sent using Bravo. Your request for clarification and our response will be anonymised and circulated to all who have expressed an interest in this SQ. If You wish to ask a confidential question the Authority will consider whether it should be treated as such. If it is accepted as confidential only You will see the question and the Authority's response. If the Authority does not consider it to be confidential it will inform You and You will have the opportunity to amend or withdraw Your question. It is Your responsibility to ensure that You download all of the attachments available and regularly access Bravo to see the clarifications and responses that have been posted.
- 3.4 If You have difficulties in accessing or using Bravo, please contact the Bravo Solutions Helpdesk on 0800 069 8630 or email help@bravosolution.co.uk.

SQ Return Date

- 3.5 The completed online SQ and associated documents must be submitted via Bravo by no later than midday on 10th September 2020. SQs that are received after the deadline may not be accepted and may be excluded from further consideration. Applicants are advised to allow sufficient time to upload their submission well in advance of the deadline.

Consortium/Joint Venture arrangements

- 3.6 If You are part of a proposed Consortium/Joint Venture Parts 1, 2 and 3 of this SQ should be completed within Bravo by the lead organisation, all Consortium/Joint Venture partners and supply chain members (see Table 2).
- 3.7 Appendix A should also be completed, summarising the following:
- if the Consortium/Joint Venture is not proposing to form a separate legal entity, providing full details of the proposed arrangements.
 - the name of the lead Applicant who will be contractually responsible for delivery of the contract (if a separate legal entity is not being created);
 - the names of all Consortium/Joint Venture members; and
 - a statement that the parties to the Consortium/Joint Venture will be jointly and severally liable for the performance of the contract.

Sub-contracting arrangements

- 3.8 If You are seeking to rely on the capacity and / or capability of a proposed sub-

Selection Questionnaire Guidance

contractor (whether or not an Associated Company and other than a Consortium/Joint Venture partner) please complete Appendix E with the information required from the subcontractor or Associated Company.

- 3.9 The Authority recognises that arrangements in relation to sub-contracting may be subject to future change, and may not be finalised until a later date. However, You should be aware that where information provided indicates that You are relying on sub-contractors or Associated Companies to meet the selection criteria or to play a significant role in delivering the contract, any changes to those sub-contracting arrangements may affect Your ability to proceed with the procurement process or to provide the supplies and/or services required. You should therefore notify us immediately of any change in the proposed sub-contractor arrangements. The Authority reserves the right to deselect a Supplier prior to any award of contract, based on an assessment of the updated information.

Confidentiality

- 3.10 When You are providing details of reference contracts in answering question P4-3b in this SQ (Highways England Additional Questions), You should include details of those contract(s) in Appendix F and upload that Appendix, together with the P4-3b response as part of a single, zipped attachment response.
- 3.11 You agree to waive any contractual or other confidentiality rights and obligations associated with these reference contracts. The Authority reserves the right to contact the named customer in Appendix F regarding the contract(s) referred to in Your response to question P4-3b. The named customer contact does not owe the Authority any duty of care or have any legal liability, except for any deceitful or maliciously false statements of fact.
- 3.12 The Authority confirms that it will keep confidential and will not disclose to any third parties any information obtained from a named customer contact, other than to the Cabinet Office and / or central government authorities, if the Authority is legally obliged to do so.

Shortlisting

- 3.13 The desired outcome of this SQ process is to have a list of Applicants who meet the Authority's minimum requirements for each Lot for this framework and who will be invited to tender for one or more of the sublots within the Lot (subject to the bidding rules).
- 3.14 This SQ submission will be assessed as follows to determine the Applicant's ranking for each Lot:
- 3.14.1 Step 1 – The SQ submission will be assessed firstly on whether any of the pass/fail questions are given a "fail" response or if any of the mandatory or discretionary exclusion grounds apply without self-cleaning having taken place. If so the Applicant will be notified that they will be taking no further part in the procurement competition. Should the questions be assessed as a "pass" then the submission will proceed to the next step described in paragraph 3.14.2.
- 3.14.2 Step 2 - SQ question P4-3b (relevant experience and reference contract examples) will then be assessed. If the response is assessed as 'pass' the

Selection Questionnaire Guidance

submission will then proceed to the next step. Section 5.2 of this Guidance details how SQ question P4-3b will be evaluated. If this is assessed as a 'fail' the Applicant will take no further part in the procurement competition.

- 3.14.3 Step 3 - SQ questions P4-3c to P4-3f will be evaluated and scored. Section 5.3 of this Guidance details how the responses to questions P4-3c to P4-3f will be evaluated and scored.
- 3.14.4 Step 4 - Section 5.4 - 5.9 details how the scores to SQ question P4-3c- P4-3f will be used to determine the ranking of Applicants for a Lot.
- 3.14.5 Step 5 – Following Step 4, the highest ranking Applicants for each Lot up to the maximum number shown in Table 11 will be invited to tender. Please see section 5.4 – 5.7 for further details.

Turnover Thresholds

- 3.15 An Applicant will only be eligible to be invited to tender for a place on the framework provided it passes the part of the economic and financial standing test comparing the annual contract value with the amount of its annual turnover. The Applicant's annual turnover must be greater than the threshold amount shown in the final column of Annex 2 below. Please see section 4.20 and Section 6 for further details. This turnover test will be repeated by the Authority at contract award, using the actual annual contract value of the sublots that the Authority is proposing to award to the Applicant.
- 3.16 For Applicants who are bidding as part of an unincorporated Consortium/Joint Venture, for the purposes of this SQ the annual turnover of each member of the Consortium/Joint Venture must be at least equal to the financial threshold detailed in Annex 2 (final column) divided by the number of organisations in the Consortium.

Publication of Tender List & Contracts

- 3.17 Applicants should also be aware that if they are successful and are awarded a place on one or more sublots, the resulting contract will be published. In some circumstances, limited redactions will be made to contracts before they are published, to comply with existing law, to avoid prejudicing commercial interests and for the protection of national security.

4. SELECTION QUESTIONS

- 4.1 This SQ complies with PAS 91: 2013+A1:2017, the Construction Design Management Regulations 2015 and The Public Contracts Regulations 2015 (see links in Definitions section). This enables the Applicant to gain exemptions for some questions by providing information, such as Your Constructionline registration details and / or independent third-party certificates of compliance.

PART 1 Applicant Information

4.2 Declaration P1-4

- 4.2.1 Applicants are asked to:
- make a declaration about the accuracy and completeness of Your SQ responses, and
 - commit to providing evidence to support Your responses if / when asked.

4.3 Constructionline P1-6

- 4.3.1 If Applicants plan to use a ConstructionLine (CL) registration to gain exemptions, You must be the entity completing this SQ. It is the Applicant's responsibility to ensure that their CL registration as a Silver or Gold member (minimum) is complete and up to date. Membership and information held on CL will be verified.
- 4.3.2 For clarity, Applicants must be registered for the PAS91:2013+A1:2017 standard. The Authority will not accept exemptions if Applicants are registered under PAS91: 2013 standard.
- 4.3.3 If any element of the Applicant's CL account has not been verified, the Applicant must complete the relevant sections of this SQ.
- 4.3.4 If the Applicant is not registered on CL the Applicant will need to complete this SQ in its entirety within Bravo.
- 4.3.5 If the Applicant are registered on CL as a Silver Member (Level 2) the Applicant may claim exemptions from answering questions within:
- Part 2 Grounds for Mandatory and Discretionary exclusion (PAS 91:2013+A+2017 Core Module 3) **P2-2 and P2-4**
- 4.3.6 In addition, if the Applicant are registered and verified on CL as a Gold Member (Level 3) the Applicant may also claim exemptions from answering questions within:
- Part 3 Environmental Management Policy (PAS 91:2013+A+2017 Optional Module 2) **P3-5 and 6**
 - Part 3 Quality Management Policy and Capability (PAS 91:2013+A+2017 Optional Module 3) **P3-7 and 8**
- 4.3.7 If the Applicant claims an exemption related to CL and, at the time of evaluation, the Applicant's account or the relevant information stored there is invalid/out of date/incomplete, then the Applicant may receive a 'Fail' for that section and the Applicant's submission may not be evaluated further.

4.4 PART 2 Grounds for exclusion

- 4.4.1 The detailed grounds for mandatory and discretionary exclusion of an organisation are set out in this link, which should be referred to before completing these questions:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf

- Mandatory exclusion - Please indicate if, within the past five years the Applicant's organisation or any other person who has powers of representation, decision or control in the organisation has been convicted anywhere in the world of any of the offences within section **P2-2** and listed at the web page above.
- Discretionary exclusion - Please indicate if, within the past three years, any of the situations within section **P2-4** have applied to the Applicant's organisation or any other person who has powers of representation, decision or control in the organisation.

4.5 Mandatory and Discretionary "Self-Cleaning" (P2-2 and P2-4) and Non-payment of tax and social security Contributions (P2-3)

- 4.5.1 If You have answered 'Yes' to any of the questions within the mandatory and discretionary exclusion sections (P2-2, P2-3 and P2-4), You should provide sufficient supporting evidence in a separate Appendix C. This should include a summary of the circumstances and any remedial action that has taken place subsequently and effectively "self-cleans" the situation referred to. You must demonstrate that You have taken such remedial action to our satisfaction, in each case.

- 4.5.2 For the evidence to be sufficient, You should, as a minimum, prove that You have:

- paid, or undertaken to pay, compensation in respect of any damages caused by the criminal offence or misconduct; and
- clarified the facts and circumstances in a comprehensive manner by actively collaborating with the investigating authorities; and
- taken concrete technical, organisational and personnel measures that are appropriate to prevent further criminal offences or misconduct.

- 4.5.3 The measures taken by You will be evaluated, considering the seriousness and circumstances of the criminal offence or misconduct. Where the Authority considers the remedial measures to be insufficient, You will be given a statement of the reasons for that decision.

- 4.5.4 Whilst the Authority reserves the right to request information at any time throughout the procurement process, we have enabled You to self-certify that there are no mandatory/discretionary grounds for excluding Your organisation. If You self-certify that You meet the requirements for these modules, You will be required to provide evidence of Your ability to meet the specified requirements of this SQ were You to be successful at contract award stage.

4.6 Conflict of interest P2-5

- 4.6.1 Within the section on conflict of interest, references to Applicants also include any

Selection Questionnaire Guidance

Consortium/Joint Venture member, Associated Company and any subcontractor.

- 4.6.2 The concept of a conflict of interest includes any situation where relevant staff members have, directly or indirectly, a financial, economic or other personal interest which might be perceived as compromising their impartiality and independence in the context of the procurement procedure.
- 4.6.3 The Authority may also exclude an Applicant if there is any other conflict of interest including, but not limited to, any circumstance where an Applicant bids more than once (for example in a Consortium/Joint Venture in one bid and as a subcontractor in another) if the conflict of interest cannot be effectively remedied.
- 4.6.4 If there is any indication that a conflict of interest exists or may arise it is the responsibility of the Applicant to inform the Authority, detailing the conflict and how the Applicant proposes to remedy or manage the conflict. These details should be provided in a separate Appendix D, attached to question P2-5b within Bravo.
- 4.6.5 The Authority reserves the right not to invite an Applicant to tender for a Lot or exclude the Applicant where there remains an unresolved conflict of interest that The Authority does not consider can be effectively remedied.

PART 3 Supplier Information

4.7 Non-collusion P3-2

- 4.7.1 Section P3-2 asks Applicants to confirm that they understand and have not breached any of the principles of non-collusion.
- 4.7.2 If collusion has been found to occur, the Authority reserves the right to disqualify any potential Applicant(s).
- 4.7.3 Applicants invited to tender stage will be asked further questions on non-collusion.

4.8 Health & Safety P3-3

- 4.8.1 All Applicants must complete this section in its entirety regardless of any CL membership.
- 4.8.2 Applicants may claim exemption from completing Appendix I – Health and Safety Response if they have a CL account.
- 4.8.3 Applicants must submit a completed Appendix I if they are not claiming an exemption with a CL account.
- 4.8.4 If an exemption is claimed, Your CL account must be valid and up to date and the information present and verified at the time this SQ is evaluated. You must also have provided Your CL registration number in P1-6. All other sections should be completed in their entirety.
- 4.8.5

4.9 Equal Opportunities & Diversity P3-4

Selection Questionnaire Guidance

- 4.9.1 All Applicants must complete this section in its entirety regardless of any CL membership.

4.10 Environmental Management and Quality Management P3-5 to P3-8

- 4.10.1 Applicants may claim exemptions from answering these sections if You hold equivalent and verified information on Your CL account (Gold level).
- 4.10.2 If an exemption is claimed, Your CL account must be valid and up to date and the information present and verified at the time this SQ is evaluated. You must also have provided Your CL registration number in P1-6. All other sections should be completed in their entirety.

4.11 Building Information Modelling P3-9

- 4.11.1 All Applicants must complete this section in its entirety regardless of any CL membership.

4.12 Modern Slavery P3-10

<https://www.gov.uk/government/publications/transparency-in-supply-chains-a-practical-guide>

- 4.12.1 If Applicants self-certify that the requirements to these additional questions are met, they will be required to provide evidence were You to be successful at contract award stage.

4.13 Supplier's approach to payment in the procurement of major contracts P3-11

- 4.13.1 If Applicants self-certify that the requirements to these additional questions are met, they will be required to provide evidence were You to be successful at contract award stage.

Table 3: Evidence Requirements (questions P3-11b(ii)- P3-11c)

Evidence for self-declarations (questions P3-11b(ii)- P3-11c)	
Prior to contract award the following evidence will be required from the successful Applicant (where the Applicant has answered "Yes" to P3-11b (i)) in order to verify the Applicant's responses	
Question	Evidence
P3-11b(ii)	A copy of Your standard payment terms for all of Your supply chain contracts.
P3-11b(iii)	A copy of Your procedures for resolving disputed invoices promptly and effectively.
P3-11b(iii)	Details of any payments of interest for late payments You have paid in the past twelve months or which became due during the past twelve months and remain payable (contractually or under late payment legislation) and, if any such payment has been made (or arose), an explanation as to why this occurred and an outline of what remedial steps have been taken to ensure this does not occur again.
P3-11c(i)	A copy of Your standard payment terms used with sub-contractors on public sector contracts subject to The Public Contracts Regulations 2015.

Selection Questionnaire Guidance

- 4.13.2 Unless otherwise stated questions in section P3-11 are assessed on a Pass/Fail basis.
- 4.13.3 The key issue to be assessed is whether an Applicant that intends to use a supply chain to deliver the contract on behalf of the Authority has effective payment systems in place to ensure the reliability of that supply chain.
- 4.13.4 An Applicant will only be excluded if they do not meet the selection criterion having taken into account the self-declarations and an assessment of their systems and recent payment performance, or if a successful Applicant is unable to verify its self-declarations with the required evidence.

Self-declaration (Questions P3-11b(i)- P3-11c(i))

- 4.13.5 Question P3-11b(i) is for information only and will not be scored. If the answer to this question is “No”, the Applicant is not required to answer the remaining questions.
- 4.13.6 Questions P3-11b(ii), P3-11b(iii) and P3-11c(i) will be assessed on a pass/fail basis based on self- declarations made and provided by the Applicant.

Payment performance (question P3-11d- (i))

- 4.13.7 Assessments will be made of the Applicant’s responses to question P3-11d(i) in order to determine whether the Applicant has an effective and reliable supply-chain management system in place. This is done by analysing aspects of the supply chain management system:
- Whether the Applicant has paid its suppliers in accordance with the contractual terms that it applies to its supply chain; and
 - Whether, overall, the Applicant has paid its suppliers promptly; payment of 95% of invoices within 60 days is considered an appropriate measure of overall payment promptness.
- 4.13.8 Subject to paragraph 5.24 question P3-11d- (i) will be measured over a twelve-month period and the Applicant must demonstrate that they meet the required standard (i.e. paid their supply chain within agreed terms and paid 95% of invoices within 60 days) in at least one of the two previous six-month periods (“reporting periods”).
- 4.13.9 Where an Applicant has reported payment data every six months in accordance with the Reporting on Payment Practices and Performance Regulations 2017, the two most recent reports can be submitted in response to question P3-11d(i). If the Applicant has recent data for the previous three or more months which has not yet been reported under the regulations, then this this can also be submitted as a reporting period. Where Applicants are not required to publish their data in accordance with the regulations, they should still submit the previous twelve months’ worth of available data in two (six month) periods in line with the BEIS Guidance to Reporting Payment Practices and Performance ([link](#)).
- 4.13.10 With respect to question P3-11d(i) section (b), if an Applicant has not paid all invoices within the agreed contractual terms in at least one reporting period, they must explain why in order to pass. And, if they need to submit an action plan under

Selection Questionnaire Guidance

P3-11d(i) section (c), that plan must also cover what actions they are taking to improve payment of their suppliers within the agreed terms.

4.13.11 The evaluation methodology to be applied when assessing P3-11d(i) section (b) is set out below.

Table 4- Payment Performance Assessment

Applicant's performance	Assessment criteria and methodology	Outcome
Applicant pays all supply chain invoices within agreed terms.	Applicant meets the required standard.	Pass
Applicant does not pay all supply chain invoices within agreed terms but provides an explanation why.	Applicant meets the required standard.	Pass
Applicant does not pay all supply chain invoices within agreed terms and does not provide explanation why.	Applicant does not meet the required standard.	Fail

4.13.12 A reporting period is a period of six calendar months as set out in the BEIS Guidance to Reporting Payment Practices and Performance under the Reporting on Payment Practices and Performance Regulations 2007.

<https://www.gov.uk/government/publications/business-payment-practices-and-performance-reporting-requirements>.

4.13.13 In relation to question P3-11d(i) section (c), if the Applicant has not met the required standard of payment of 95% of all invoices in 60 days in at least one reporting period, they will still pass provided:

- After the Applicant has removed intercompany payments from the calculations, it pays 95% of all invoices within 60 days in at least one of the previous two reporting periods.
- The Applicant has paid between 75% and 95% of all its invoices within 60 days in at least one of the previous two reporting periods (after removing intercompany payments if this is relevant) and it demonstrates that it has a compliant action plan to achieve the required standard in future.

Selection Questionnaire Guidance

- The Applicant is a new entrant to the market (trading for less than 12 months).
The Applicant is still expected to respond to questions P3-11b(i)- P3-11c(i) and pass.

4.13.14 The evaluation methodology to be applied when assessing question P3-11d(i) section (c), is set out below.

Selection Questionnaire Guidance

Table 5

Applicant's performance	Assessment criteria and methodology	Outcome
Applicant pays $\geq 95\%$ of all supply chain invoices in 60 days in at least one of the previous two six month reporting periods.	Applicant meets the required standard.	Pass
Applicant pays $\geq 95\%$ of all supply chain invoices in 60 days in at least one of the two previous six month reporting periods after removing intercompany payments.	Applicant meets the required standard.	Pass
Applicant pays $\geq 75\% < 95\%$ of all supply chain invoices in 60 days in at least one of the two previous six month reporting periods after removing intercompany payments (if relevant).	Applicant demonstrates action plan that includes (as a minimum) the following: 1. Identification of the primary causes of failure to pay: (a) 95% of all supply chain invoices within 60 days; and (b) (if relevant) all supply-chain invoices within agreed terms. 2. Actions to address each of these causes. 3. Regular reporting on progress to the Applicant's audit committee (or equivalent). 4. Plan signed off by a Director. 5. Plan published on its website. (This can be a shorter, summary plan).	Pass
	No action plan or action plan does not include all of the above features.	Fail
Applicant does not pay $\geq 75\%$ of all supply chain invoices in 60 days in at least one of the two previous six month reporting periods after removing intercompany payments (if relevant).	Applicant's payment performance falls substantially below the required standard.	Fail
² The 75% threshold will be ratcheted up over time until it reaches 95%. Cabinet Office will update the guidance to alert departments and Applicants as and when it is to be raised.		

Selection Questionnaire Guidance

4.14 Financial Information P3-12

- 4.14.1 Applicant's responses to P3-12 and a Dun and Bradstreet Comprehensive Report will be used to assess Your financial suitability. If necessary, the Authority may request Your financial accounts or extract them from D&B to allow an assessment to be made.
- 4.14.2 Where the Applicant is a subsidiary in a group, the responses are required for the organisation with overall responsibility for the group, which must include any relevant parent/proposed guarantor.
- 4.14.3 Where a Consortium/Joint Venture is proposed, the responses are required for each member of the Consortium/Joint Venture. Each Consortium/Joint Venture member will be assessed on the same basis using the appropriate value from Table 6 and Annex 2.

4.15 Parent Company Guarantor P3-13

- 4.15.1 If the Applicant fails any of the economic and financial standing tests (see paragraphs 4.18 - 4.23) the Authority may convert the fail to a pass provided the Applicant, or each member of any proposed Consortium/Joint Venture, provides either a parent company guarantee in the form as detailed in Appendix K or an alternative form of security acceptable to the Authority as detailed in section 4.15.7.
- 4.15.2 The parent company providing the parent company guarantee must itself pass the economic and financial standing tests set out in this SQ.
- 4.15.3 Where the Applicant does not have a parent company, or the parent does not pass the economic and financial standing tests, then the Applicant will be asked to confirm the availability of an equivalent alternative form of security acceptable to the Authority.
- 4.15.4 If, within reasonable timescales, the Applicant cannot or will not provide a parent company guarantee in the form as detailed in Appendix K or an equivalent alternative form of security acceptable to the Authority following a written request from the Authority, then the Authority reserves the right to exclude the Applicant from tendering.

PCG Escalation process:

- 4.15.5 The D&B Comprehensive Report gives details of the Applicant's group structure from operating company through to ultimate parent. Using this information, it is possible to apply the economic and financial standing tests to each company in the group hierarchy using the financial data contained in its D&B Comprehensive Report. The resulting primary indicators will determine which, if any, company in the parent hierarchy is suitable to provide a parent company guarantee for the Applicant. This may be any company in the hierarchy from the Applicant's immediate parent to its ultimate parent. If after assessment no parent company in the hierarchy is able and willing to provide a parent company guarantee the Applicant's application will not be taken any further unless the Authority in its discretion elects to accept another equivalent alternative form of security (see below).

Selection Questionnaire Guidance

An equivalent alternative form of financial security acceptable to the Authority

4.15.6 If the Applicant does not have a parent company, the parent company is unwilling to provide a guarantee or the parent company fails the economic and financial standing tests the Applicant may propose another form of financial security such as a letter from the Applicant's bank, confirming a bond or a guarantee can be provided to cover potential liabilities under the contract. If You propose to provide an alternative form of security You must contact the Procurement Officer via the e-procurement portal to discuss Your proposal.

4.15.7 The Authority has the sole discretion as to whether to accept:

- any alternative form of financial security and
- the identity of any financial institution or guarantor providing that financial security.

4.16 Economic and Financial Standing– applies to P3-12 and 13

General

4.16.1 The economic and financial standing assessment described below is designed to take an informed view of an Applicant's financial status. The assessment methodology comprises three steps:

- Step 1 is a pass/fail assessment using a Dun & Bradstreet comprehensive report;
- Step 2 is a pass/fail assessment of four (4) calculated ratio analyses using information from Your audited financial statements.
- Step 3 is a pass/fail assessment of Your annual turnover compared with the potential annual contract value. This assessment will be undertaken at this SQ stage using the assumed annual contract values shown in Table 6. The Authority will re-run the Step 3 turnover assessment on a pass/fail basis prior to the award of the framework contract using the actual annual value of the sublots it intends to award to You.

4.16.2 The full assessment methodology for the economic and financial standing test is provided in paragraphs 4.18- 4.23 of this SQ Guidance below.

4.17 Financial Information

4.17.1 For the economic and financial standing assessment, the Applicant is required to provide:

- the information in sections P3-12 and P3-13 of this SQ; and
- any mitigating information / explanations that You wish the Authority to take into consideration for the economic and financial standing assessment. The Authority reserves the right to request further information to explain the financial information You provide at its discretion.

Selection Questionnaire Guidance

Assessment Methodology for Economic and Financial Standing

4.18 Assessment Methodology for Step 1

- 4.18.1 Step 1 is a pass/fail assessment, evidenced by a Dun & Bradstreet (D&B) Comprehensive Report.
- 4.18.2 The D&B Comprehensive Report contains D&B scores and ratings which are produced using a combination of mathematical modelling, expert rules, skilled business analysis and many years of experience of insolvency trends. D&B carefully analyse all business failures, and compare them with the normal population of actively trading companies, to identify those events which are most significant and predictive in nature, and which could affect the status of a business.
- 4.18.3 The D&B Risk Indicator is based on daily monitoring of both the subject company's financial and other key strategic activities, and is therefore reflective of the company's current financial status. The D&B Risk Indicator is a score from 1 to 4, where 1 is minimum risk and 4 is high risk.
- 4.18.4 You will pass Step 1 where Your D&B Risk Indicator is less than 4. A D&B Risk Indicator of 4 is a provisional fail.
- 4.18.5 A provisional fail of Step 1 can be converted into a pass provided the Applicant can provide a parent company guarantee or alternative equivalent form of security in accordance with sections 4.15.5 – 4.15.7.
- 4.18.6 The Authority reserves the right, at its sole discretion, to determine whether to change a provisional fail of Step 1 into a pass using any mitigating information that You have provided.

4.19 Assessment Methodology for Step 2

- 4.19.1 Step 2 is a pass/fail assessment of the Applicant's financial standing, using information from Your audited financial statements, to calculate the following ratio analysis:
- Current ratio;
 - Total Liabilities/Shareholder Funds ratio;
 - Profit/Loss before tax; and
 - Interest cover ratio.
- 4.19.2 You will pass Step 2 where Your calculated ratios meet the required thresholds in each of paragraphs A, B, C and D below.
- 4.19.3 The Authority reserves the right, at its sole discretion, to determine whether to change a provisional fail of Step 2 into a pass using any mitigating information that You have provided.
- 4.19.4 The Authority reserves the right, at its sole discretion, to determine whether to change a pass of Step 2 into a fail using any information that You have made publicly available since Your last published financial statements, such as official profit warnings.

Selection Questionnaire Guidance

4.19.5 A Current Ratio (Current Assets/Current Liabilities)

This indicates whether a business has sufficient liquid assets e.g. cash, short term debtors and stock to meet its outstanding current liabilities e.g. trade creditors, bank overdraft, lease payments, interest due.

The test is applied to each of the last 3 years audited financial statements.

A current ratio of less than 0.8 in any one year is a provisional fail.

4.19.6 B Total Liabilities/Shareholder Funds Ratio

This is a basic test of a company's solvency.

The test is applied to each of the last 3 years audited financial statements.

A total liabilities/shareholder funds ratio of more than 4 in any one year is a provisional fail.

4.19.7 C Profit/Loss before tax

The test is applied to each of the last 3 years audited financial statements.

A pre-tax loss of more than 50% of net assets in any one year is a provisional fail.

A pre-tax loss of more than 5% turnover in any one year is a provisional fail.

A pre-tax loss in all 3 years is a provisional fail.

4.19.8 D Interest Cover Ratio (Profit before interest and tax/Interest expense)

This is a test of whether a company is generating enough profit to service its interest-bearing debt.

The test is applied to each of the last 3 years audited financial statements.

An interest cover ratio of less than 2 in any one year is a provisional fail.

4.19.9 A provisional fail of Step 2 can be converted into a pass provided the Applicant can provide a parent company guarantee or alternative equivalent form of security in accordance with sections 4.15.5 – 4.15.7.

4.20 Assessment Methodology for Step 3

4.20.1 Step 3 is a pass/fail assessment evidenced by the Applicant's audited financial statements and using turnover (revenue).

4.20.2 At the SQ Stage in order to achieve a pass an Applicants turnover (for the most recent year of financial statements) must be at least equal to 160% of the estimated minimum annualised contract value for each Lot they are applying for as set out in

Selection Questionnaire Guidance

Table 6 below.

Table 6- Financial Turnover for SQ

Lot	Lot Name	Annualised contract value used for the SQ Financial Threshold Test	SQ Financial Turnover threshold for the Lot (1.6 times annual contract value)
1.1	General Civil Engineering (super region)	£5,984,704	£9,575,527
1.2	General Civil Engineering (region)	£764,179	£1,222,687
2	Drainage	£2,687,130	£4,299,408
3.1	Temporary Traffic Management (super region)	£11,617,000	£18,587,200
3.2	Temporary Traffic Management (region)	£2,120,641	£3,393,025
4.1	Road Restraint Systems and Fencing (super region)	£2,493,019	£3,988,831
4.2	Road Restraint Systems and Fencing (region)	£694,378	£1,111,004
5	Landscaping and Ecology	£151,156	£241,850
6	Road Markings	£588,012	£940,820
7	Road Lighting and Electrical Works	£185,406	£296,649
8	Structures Waterproofing and Expansion Joints	£194,127	£310,603
9	Technology (inc Traffic Signals)	£218,741	£349,986
10	Structures, Structural Services and Concrete Repairs	£270,001	£432,001
11	Cathodic Protection	£142,576	£228,122
12.1	Design Services (region)	£2,679,722	£4,287,554
12.2	Design Services (super region)	£4,776,181	£7,641,890

4.20.3 An Applicant with an annual turnover of less than the turnover threshold in the right hand column of Table 6 will receive a provisional fail.

4.20.4 A provisional fail of Step 3 can be converted into a pass provided the Applicant can provide a parent company guarantee or alternative form of security in accordance with sections 4.15.5 – 4.15.7.

Selection Questionnaire Guidance

- 4.21 The Authority reserves the right to repeat any of the economic and financial standing tests in Step 1 and 2 above prior to the award of the contract and will carry out Step 3 in accordance with Section 6 of this SQ using the actual annualised subplot values that it intends to award to the Applicant. Any Applicant that fails to pass any of the tests at any time may not be awarded a place on the framework unless they are able to provide a parent company guarantee or an acceptable alternative form of security.

4.22 Insurance P3-14

- 4.22.1 Applicants should indicate their understanding of the Lot specific minimum insurance requirements detailed in this SQ on Bravo. If successful Applicants will be expected to hold the required insurances appropriate to the relevant Lot(s) prior to award of the contract.
- 4.22.2 A summary of the insurances appropriate to each Lot is shown in Table 7 below. Full details for each Lot can be found in Appendix M (i)- (xii).

Table 7: Summary of Insurances

Selection Questionnaire Guidance

Band	Lot	Contractors “All Risks” Insurance	Third Party Public and Products Liability Insurance	Asbestos Removal Indemnity	Employer’s (Compulsory) Liability Insurance	Motor Third Party Liability Insurance	Professional Indemnity Insurance	Appendix
A	1.1: General Civil Engineering (super region)	Required	£50m	£5m	£10m	£5m	£5m	M (i)
	1.2: General Civil Engineering (region)	Required	£50m	£5m	£10m	£5m	£5m	M (i)
	2: Drainage	Required	£20m	n/a	£10m	£5m	n/a	M (ii)
B	3.1: Temporary Traffic Management (super region)	n/a	£10m	n/a	£10m	£5m	n/a	M (iii)
	3.2: Temporary Traffic Management (region)	n/a	£10m	n/a	£10m	£5m	n/a	M (iii)
	4.1: Road Restraint Systems and Fencing (super region)	Required	£20m	n/a	£10m	£5m	n/a	M (iv)
	4.2: Road Restraint Systems and Fencing (region)	Required	£20m	n/a	£10m	£5m	n/a	M (iv)
C	5: Landscape & Ecology	n/a	£10m	n/a	£10m	£5m	n/a	M (v)
	6: Road Markings	n/a	£10m	n/a	£10m	£5m	n/a	M (vi)
	7: Road Lighting & Electrical	Required	£20m	n/a	£10m	£5m	£5m	M (vii)
	8: Structures Waterproofing and Expansion Joints	Required	£20m	n/a	£10m	£5m	n/a	M (viii)
	9: Technology (inc Traffic Signals)	Required	£10m	n/a	£10m	£5m	£5m	M (ix)
	10: Structures, Structural Services and Concrete Repairs	Required	£20m	n/a	£10m	£5m	£5m	M (x)
	11: Cathodic Protection	Required	£20m	n/a	£10m	£5m	£5m	M (xi)
D	12.1: Design Services (region)	n/a	£10m	n/a	£10m	£5m	£10m	M (xii)
	12.2: Design Services (super region)	n/a	£10m	n/a	£10m	£5m	£10m	M (xii)

4.23 Steel P3-15

4.23.1 Applicants should note that this question need only be answered if they are expressing an interest for any of the Lots below:

Selection Questionnaire Guidance

Band A

- Lot 1.1 General Civil Engineering (super region)
- Lot 1.2 General Civil Engineering (region)

Band B

- Lot 4.1 Road Restraint Systems and Fencing (super region)
- Lot 4.2 Road Restraint Systems and Fencing (region)

Band C

- Lot 7 Road Lighting and Electrical
- Lot 8 Structures Waterproofing and Expansion Joints
- Lot 9 Technology (inc Traffic Signals)
- Lot 10 Structures, Structural Services and Concrete Repairs

If relevant, Applicants should confirm compliance with [Procurement Policy Note 11/16](#)

This PPN provides guidance on how to take account of steel throughout the procurement process and in line with the PCRs 2015. It focuses on:

- signalling the future pipeline of requirements on steel sourcing and best practice in pre-procurement market engagement
- ensuring there is clear visibility of opportunities at sub-contractor level where the source of steel has not been defined by a Tier 1 contractor
- assessing the health and sustainability of potential suppliers in the supply chain at selection stage, including compliance with relevant health and safety and employment legislation
- ensuring that the price or cost calculations are based on an assessment of the whole life cost and not lowest purchase price
- taking account of appropriate social and environmental impacts at the award stage where they are linked to the subject of the contract.

This Action Note applies to any infrastructure, construction or other major procurement project with a significant steel component, where the overall project requirement has a capital value of £10 million or above.

4.24 National Highways Sector Schemes (NHSS) Accreditation P3-16

- 4.24.1 Section P3-16 asks Applicants to confirm if they hold the relevant accreditation for the appropriate National Highways Sector Schemes.

PART 4 Supplier Information

4.25 Skills and Apprentices P4-2

Selection Questionnaire Guidance

- 4.25.1 Public procurement of contracts with a full life value of £10 million and above and duration of 12 months and above, should be used to support skills development and delivery of the apprenticeship commitment. This policy is set out in detail in [Procurement Policy Note 14/15](#).

4.26 Highways England Additional Questions P4-3

- 4.26.1 There are four Highways England Additional questions as follows:

4.26.1.1 P4-3b - Delivery - relevant experience and reference contract examples

4.26.1.2 P4-3c - Health and Safety

4.26.1.3 P4-3d – Delivery

4.26.1.4 P4-3f - Customers, Communities and Business

- 4.26.2 Applicants are to include responses to Additional Questions P4-3b, P4-3c, P4-3d and P4-3f if expressing an interest in any lots within Bands A B and D. Applicants are to include responses to Additional Questions P4-3b, P4-3c and P4-3d if expressing an interest in any lots within Bands C. Table 8 provides a breakdown of requirements.

Table 8 - Highways England Specific Requirement Questions- Requirements for each Lot

Band	Lot	Question P4-3b- relevant experience and reference contract examples	Question P4-3c- Health and Safety	Question P4-3d- Delivery	Question P4-3f Customer, Communities and Business
A	1.1 General Civil Engineering (super region)	required	required	required	required
	1.2 General Civil Engineering (region)	required	required	required	required
	2 Drainage	required	required	required	required
B	3.1 Temporary Traffic Management (super region)	required	required	required	required
	3.2 Temporary Traffic Management (region)	required	required	required	required
	4.1 Road Restraint Systems and Fencing (super region)	required	required	required	required
	4.2 Road Restraint Systems and Fencing (region)	required	required	required	required
C	5- Landscaping & Ecology	required	required	required	Not required

Selection Questionnaire Guidance

	6- Road Markings	required	required	required	Not required
	7- Road Lighting and Electrical	required	required	required	Not required
	8 Structures Waterproofing and Expansion Joints	required	required	required	Not required
	9- Technology (inc Traffic Signals)	required	required	required	Not required
	10- Structures, Structural Services and Concrete Repairs	required	required	required	Not required
	11- Cathodic Protection	required	required	required	Not required
D	12.1 Design Services (region)	required	required	required	Not required
	12.2 Design Services (super region)	required	required	required	Not required

4.26.3 Additional questions P4-3c, P4-3d and P4-3f set out the following:

- the Ambition – the outcome the Authority is seeking to obtain;
- the Question – the question that Applicants must respond to.

4.26.4 A response to additional question P4-3b (relevant experience and reference contract examples) is to be provided by all Applicants. This question is evaluated on a pass / fail basis and section 5.2 of this SQ Guidance describes the how this question will be assessed. Please use the form at Appendix F to identify the reference contracts. Applicants must provide a separate response for each Lot you are applying for.

4.26.5 For questions P4-3c, P4-3d and P4-3f the Applicant's response must satisfy the Authority that the Applicant has the technical and professional ability to deliver the Ambition by demonstrating evidence of relevant past experience. For Question P4-3d Applicants must also demonstrate evidence that they have the relevant technical and professional ability to meet the requirements of the Scope.

4.26.6 Section 5 of this SQ Guidance details the scoring methodology for questions P4-3b, P4-3c, P4-3d and P4-3f. Table 10 provides the scoring matrix to be used for questions P4-3c, P4-3d, and P4-3f.

4.26.7 Applicants should complete ALL questions as required by Table 8 in full and provide all the information requested, using the form at Appendix F for question P4-3b- relevant experience and reference contract examples and Appendix G for questions P4-3c Health and Safety, P4-3d Delivery and P4-3f Customers, Communities and Business.

4.26.8 In providing examples of technical and professional ability, competence and past experience in their response to question P4-3b, Applicants must state whether the work was undertaken by them or another economic operator that they are relying on as part of their application (including Consortium/Joint Venture members or the main subcontractor).

Selection Questionnaire Guidance

- 4.26.9 All Consortium/Joint Venture members must demonstrate their technical and professional ability, competence and past experience either through examples of work delivered by the Consortium/Joint Venture or through one separate example of work carried out by the individual members of the Consortium/Joint Venture. Appendix F should provide a summary of a recent contract and be submitted as part of a single, zipped attachment response to question P4-3b in Bravo.
- 4.26.10 Marks will be allocated to each question's whole response, rather than to each element. The Authority will exclude an Applicant if they fail to score a minimum of 3 marks for any of questions P4-3c, P4-3d, and P4-3f. Section 5 details the scoring methodology.
- 4.26.11 When submitting a response, the following page limits apply:
- **P4-3b** - Delivery - Relevant experience and reference contract example, up to 2 sides of A4 paper per response.
 - **P4-3c** - Health & Safety, up to 2 sides of A4 paper.
 - **P4-3d** - Delivery, up to 2 sides of A4 paper per response
 - **P4-3f** - Customers, Communities and Business, up to 2 sides of A4 paper.
- 4.26.12 Text must be in Arial font and be no smaller than 11 point, no less than single-spaced with the margins set at 2.5cm.

4.27 **PART 5 Bidding and sub-contracting model**

- 4.27.1 **Bidding model P5-2** asks Applicants to confirm some basic details of their proposed bidding model. It is expected that Applicants will provide further details at tender stage.
- 4.27.2 **Consortium/Joint Venture P5-3** will only appear if Applicants indicate they are bidding as a Consortium/Joint Venture. If applicable, the requested documents should be provided as a single zip file.
- 4.27.3 **Subcontractors and Associated Companies relied on for selection P5-4**
If Applicants indicate they have relied on Subcontractors or Associated Companies (other than Consortium/JV partners) to support their answers in Parts 3 and 4 of this SQ, question P5-4 should be completed, using the form provided at Appendix E. If Applicants progress they will be expected to provide more details of their proposed supply chain at tender stage.

Lot Confirmation Form P5-5

- 4.27.4 Applicants are required to indicate which Lots they are expressing an interest for using the Lot Confirmation Form in Section 1 of Appendix B. Applicants may submit an expression of interest for one or more Lots, however they must comply with the expressions of interest restrictions in section 1.5 to 1.7 of this SQ.
- 4.27.5 The Lot Confirmation Form will show the Authority which Lot(s) You have expressed an interest for. Following the evaluation of this SQ, using the scores awarded to the responses to questions P4-3c, P4-3d, and P4-3f and those preferences Applicants will be ranked as described in section 5.4 to 5.7. The number of available places on each Lot is restricted as shown in Table 11.
- 4.27.6 At the award stage of this procurement process tenders can only be submitted for

Selection Questionnaire Guidance

those Lots where an Applicant has been short listed.

- 4.27.7 Section 2 of Appendix B is the Sublot Preferencing Form and Applicants are requested to complete this section for information only. The Authority will use this information to understand and plan resources required for the assessment process for the Tender stage.

5. SCORING METHODOLOGY

Table 9: Scoring Methodology

Part 1	Applicant Information	Assessment
P1-2	Information for Completing Your Response	This is for information purposes and is not scored. Failure to provide the information requested may result in an Applicant's submission not being progressed further.
P1-3	Potential supplier information	This is for information purposes and is not scored. Failure to provide the information requested may result in an Applicant's submission not being progressed further.
P1-4	Declaration	Require confirmation of acceptance. Failure to confirm acceptance may result in rejection of an Applicant's SQ and Your submission may not be progressed further.
P1-5	Contact Details	This is for information purposes and is not scored. Failure to provide the information requested may result in an Applicant's submission not being progressed further.
P1-6	Constructionline	This is for information purposes and is not scored.
Part 2	Grounds for exclusion	

Selection Questionnaire Guidance

P2-2 to P2-4	Grounds for mandatory and discretionary exclusion	<p>This section is a pass/fail section. Failure to provide the information requested may result in a “fail” and an Applicant’s submission may not be progressed further.</p> <p>If an Applicant have answered “no” to all questions this will be marked as a “pass”.</p> <p>If You have answered “yes” to a question then You may be excluded from the process unless the Authority determines that the evidence of self-cleaning You provided is sufficient to establish its reliability, despite the existence of a relevant ground for exclusion, in accordance with Regulations 57(13) - (17) of the Public Contracts Regulations 2015.</p> <p><u>Mandatory</u></p> <ul style="list-style-type: none"> • The prohibitions in regulation 57(1) – (3) may be disregarded on an exceptional basis, for overriding reasons relating to the public interest such as public health or protection of the environment. • The prohibition in regulation 57(3) may also be disregarded if only minor tax or social security contributions are unpaid or if You have not yet had time to fulfil Your obligations since learning of the exact amount due. <p><u>Discretionary</u></p> <ul style="list-style-type: none"> • The Authority may decide not to exclude an Applicant if evidence provided by the Applicant is sufficient to establish its reliability, despite the existence of a relevant ground for exclusion, in accordance with Regulations 57(13) - (17) of the Public Contracts Regulations 2015.
--------------	---	---

Selection Questionnaire Guidance

P2-5	Conflict of Interest	<p>This section is a pass / fail section. Failure to provide the information requested may result in a “fail” and an Applicant’s submission may not be progressed further.</p> <p>If the Applicant has answered “no” to this question this will be marked as a “pass”.</p> <p>If the Applicant has answered “yes” to this question then the Applicant may be excluded from the process unless the Authority determines that evidence provided by the Applicant is sufficient to manage and mitigate the conflict.</p>
Part 3	Supplier Information	
P3-2	Non-collusion	This section is a pass/fail section. Answering “No” to this question means the Applicant may be excluded from further consideration.
P3-3	Health & Safety	This section is a pass/fail section. The Applicant may be rejected if they are unable to demonstrate that they are compliant and provide relevant policies and evidence.
P3-4	Equal Opportunity and Diversity Policy and Capability	This section is a pass/fail section. The Applicant may be rejected if they are unable to demonstrate that they are compliant and provide relevant policies and evidence.
P3-5 to P3-6	Environmental Management Policy	This section is a pass/fail section. The Applicant may be rejected if they are unable to demonstrate that they are compliant and provide relevant policies and evidence.
P3-7 to P3-8	Quality Management Policy and Capability	This section is a pass/fail section. The Applicant may be rejected if they are unable to demonstrate that they are compliant and provide relevant policies and evidence.
P3-9	Building Information Modelling, Policy and Capability	This section is for information purposes and is not scored.
P3-10	Modern Slavery	<p>This section may not be applicable to all suppliers; please check the link provided in the Definitions. If applicable, this is a pass/fail section.</p> <p>Answering ‘No’ to questions within this section means the Applicant may be excluded from further consideration unless the Authority is satisfied that appropriate action has been taken.</p>

Selection Questionnaire Guidance

P3-11	Supplier's approach to payment in the procurement of major contracts	This section is a pass/fail section. Full details are provided above, within this SQ guidance document.
P3-12	Financial Information	This section is a pass/fail section. Full details of the economic and financial standing tests that will be applied by the Authority are provided in section 4.16.
P3-13	Guarantor Information	This section is a pass/fail section. Failure to nominate a potential guarantor may result in a "fail" and the Applicant's submission may not be progressed further.
P3-14	Insurance Information	This section is a pass/fail section. Failure to confirm understanding of the requirements may result in a "fail" and the Applicant's submission may not be progressed further.
P3-15	Steel	<p>This section is only applicable to those who express an interest to the following Lots:</p> <p>Band A</p> <ul style="list-style-type: none"> • Lot 1.1 General Civil Engineering (super region) • Lot 1.2 General Civil Engineering (region) <p>Band B</p> <ul style="list-style-type: none"> • Lot 4.1 Road Restraint Systems and Fencing (super region) • Lot 4.2 Road Restraint Systems and Fencing (region) <p>Band C</p> <ul style="list-style-type: none"> • Lot 7 Road Lighting and Electrical • Lot 8 Structures Waterproofing and Expansion Joints • Lot 9 Technology (inc Traffic Signals) • Lot 10 Structures, Structural Services and Concrete Repairs <p>This is a pass/fail section. Failure to confirm compliance may result in a 'fail' and the Applicant's submission may not be progressed further.</p>
P3-16	National Highways Sector Schemes (NHSS) Accreditation	This is a pass/fail section. Failure to confirm compliance may result in a 'fail' and the Applicant's submission may not be progressed further.
Part 4	Supplier Information	Part 4

Selection Questionnaire Guidance

P4-2	Skills and Apprentices	This section is for information only, and is only applicable in line with the relevant thresholds. (see P4-2 guidance above)
P4-3	Highways England Specific Requirements P4-3a	This response will be assessed on a pass/fail basis as explained in paragraph 5.2.
P4-3	Highways England Specific Requirements All Bands	The question in Part P4-3b will be assessed as explained in paragraph 4.26 above.
P4-3	Highways England Specific Requirements All Bands	<p>The questions in Parts P4-3c of this section will be scored against the assessment criteria detailed in Table 10 below.</p> <p>The pass threshold for question P4-3c is a score of 3 and a response to the question scoring less than that may lead to the Applicant being rejected.</p>
P4-3	Highways England Specific Requirements Band A, B and D	<p>The questions in Parts P4-3d and P4-3f of this section will be scored against the assessment criteria detailed in Table 10 below.</p> <p>The pass threshold for each of questions P4-3d and P4-3f is a score of 3 and a response to the question scoring less than that may lead to the Applicant being rejected.</p>
Part 5	Bidding & sub-contracting model	
P5-2	Bidding Model	This section is for information purposes and is not scored. Failure to provide the information requested may result in the Applicant's submission not being progressed further.
P5-3	Joint Ventures	This section is for information purposes and is not scored. Failure to provide the information requested may result in the Applicant's submission not being progressed further.
P5-4	Subcontractors and Associated companies relied on for selection	This section is for information purposes and is not scored. Failure to provide the information requested may result in the Applicant's submission not being progressed further.
P5-5	Lot Preference Form	This is for information purposes and is not scored (although the Lot Confirmation Form in Section 1 of Appendix B must be completed by all Applicants.)

Selection Questionnaire Guidance

- 5.1 A clarification is the raising of a question by the Authority to the Applicant to clear up any ambiguity or seek clarity of the Applicant's SQ submission. During any stage of this SQ assessment process, the Authority reserves the right to seek a clarification from the Applicant either in writing or by another suitable communication method (and followed up with confirmation in writing via Bravo). There is no obligation on the Authority to conduct clarification if it considers that the contents of an Applicant's submission are unequivocal.

Assessment Methodology for Highways England Specific Requirements

- 5.2 The Applicant's response to question P4-3b must provide details of reference contracts that are similar to this opportunity. This question will be assessed as followed:

- 5.2.1 Applicants will be assessed as a 'Pass' if their response can demonstrate where they have delivered a similar opportunity as part of their previous experience. Applicants should refer to the Scope of each Lot to determine if they have experience required. For example, if Applicants express an interest in Lot 2 Drainage, Applicants' reference contracts must demonstrate where Applicants have experience in delivering the scope for Lot 2 Drainage.
- 5.2.2 If Applicants are unable to provide the reference contracts requested, please refer to Appendix F where Applicants can submit a supporting statement. The supporting statement must clearly articulate how the Applicant has the necessary experience that is similar to the opportunity.
- 5.2.3 The Applicant will be assessed as a 'Fail' if their response cannot demonstrate where they have delivered a similar opportunity as part of their previous experience. Applicants should refer to the Scope of each lot to determine if they have experience required.

- 5.3 The assessment for the Highways England Specific Requirements in questions P4-3c, P4-3d and P4-3f will be assessed in the following stages:

Stage 1	Individual Evaluation	<p>The responses to questions P4-3c, P4-3d and P4-3f will be issued to the assessment panel(s) for independent evaluation.</p> <p>There will be three panels that will assess the responses:</p> <p>the Health & Safety Panel for question P4-3c (all Bands)</p> <p>the Delivery Panel for question P4-3d (all Bands)</p> <p>the Customer Panel for question P4-3f (Band A,B and D only)</p> <p>Each assessment panel member will assess the response to the respective question and allocate a mark and rationale based upon the scoring matrix in Table 10.</p>
---------	-----------------------	---

Selection Questionnaire Guidance

Stage 2	Consensus	Consensus meetings will be held between individual assessment panel members from the respective panels to agree a consensus score and rationale for each Applicant for each question.
Stage 3	Moderation	A moderation meeting will be held to review the consensus scores and confirm these are justifiable and that the rationale supports the scoring. If not, or where further clarity is required, this will be referred back to the Consensus Panel for further deliberation and the Consensus Panel may either confirm its original score or amend it.
Stage 4	Final Score Bands A, B and D	For Bands A,B and D the total score for questions P4-3c, P4-3d and P4-3f will be added together to derive the final score.
	Final Score Band C	For Band C the total score for questions P4-3c and P4-3d will be added together to derive the final score.
Stage 5	Ranking	For each Lot, Applicants will be ranked from highest to lowest based upon the final score of the scored questions. Further details are provided in section 5.4 – 5.7.

Table 10- Highways England Specific Requirements Scoring Criteria (questions P4-3c - P4-3f)

Score	To what extent does the response show the Applicant possesses the professional and technical ability to deliver the contract and is supported by evidence of relevant past experience and achievements?
0	There is no response
1	The response lacks explanatory detail with little or no supporting evidence. It does not provide confidence that the Applicant has demonstrated relevant professional and technical ability.
3	The response provides little explanatory details and little supporting evidence and it is generally lacking depth. It provides limited level of confidence that the Applicant has demonstrated: Relevant professional and technical ability; and This is supported by limited evidence of relevant past experience and achievements.
5	The response provides some explanatory details and some supporting evidence, however it was lacking depth in some areas. It provides adequate level of confidence that the Applicant has demonstrated:

Selection Questionnaire Guidance

	<p>Relevant professional and technical ability; and</p> <p>This is supported by adequate evidence of relevant past experience and achievements.</p>
7	<p>The response provides full explanatory details and full supporting evidence, however it was lacking depth in some minor areas. It provides a good level of confidence that the Applicant has demonstrated:</p> <p>Relevant professional and technical ability; and</p> <p>This is supported by good evidence of relevant past experience and achievements.</p>
9	<p>The response provided full explanatory details and full supporting evidence and is lacking depth in no or a few minor areas. It provides a very good level of confidence that the Applicant has demonstrated:</p> <p>Relevant professional and technical ability; and</p> <p>This is supported by very good evidence of relevant past experience and achievements.</p>

Ranking

- 5.4 The purpose of ranking (which will be done using the scores awarded for the answers to questions P4-3c, P4-3d and where applicable P4-3f) is to shortlist the Applicants that have not been excluded due to the operation of other parts of this SQ and that will be invited to tender.
- 5.5 The Applicants scores for questions P4-3c, P4-3d and where applicable P4-3f will be used to determine ranking. The final scores will be the sum of all scores following assessment.
- 5.6 The ranking will be used to exclude the surplus Applicants in any Lot where the number of Applicants who have not otherwise been excluded due to the operation of this SQ exceeds the maximum number shown in Table 11

Table 11- Maximum Number of Shortlisted Applicants

Lot	Name	Maximum number of Applicants shortlisted for the Lot
1.1	General Civil Engineering (super region)	20
1.2	General Civil Engineering (region)	20
2	Drainage	20
3.1	Temporary Traffic Management (super region)	15
3.2	Temporary Traffic Management (region)	15
4.1	Road Restraint Systems and Fencing (super region)	15
4.2	Road Restraint Systems and Fencing (region)	15
5	Landscaping and Ecology	20
6	Road Markings	20
7	Road Lighting and Electrical Works	20
8	Structures Waterproofing and Expansion Joints	20

Selection Questionnaire Guidance

9	Technology (inc Traffic Signals)	20
10	Structures, Structural Services and Concrete Repairs	20
11	Cathodic Protection	20
12.1	Design Services (region)	15
12.2	Design Services (super region)	15

- 5.7 For each Lot, the scores of all Applicants will be ranked from highest (1st) to lowest.
- 5.8 The highest ranking Applicants for each Lot will be invited to tender until the maximum number of Applicants to be shortlisted has been reached for each Lot.
- 5.9 Where an Applicant or Applicants has / have the same score as the Applicant taking the final place on a Lot, then all Applicants who share that score may be shortlisted and invited to tender (thereby exceeding the maximum number of Applicants shown in the table above).
- 5.10 Applicants who have not been shortlisted will not be invited to tender and will take no further part in the procurement process.

6. Tests at Award Stage

- 6.1 At the Invitation to Tender stage of the procurement competition for this framework, the Authority will assess the tender submissions from those Applicants invited to tender in accordance with the Tender assessment model (to be determined).
- 6.2 Due to the length of time that will have elapsed between the submission of the response to this SQ and the submission of tenders, the Authority reserves the right to re-run the SQ assessment and checks as detailed within this document prior to awarding an Applicant a place on the framework. This is to ensure that the successful Applicants can still meet the SQ tests and criteria. The Authority will undertake this check after it has identified those Applicant(s) for a subplot that can be awarded a place on the Framework.
- 6.3 When re-running the turnover test described in section 4.20 the Authority will use the annualised value of the Sublots that it intends to award to the Applicant as the benchmark against which its annual turnover will be measured.
- 6.4 Should the outcome of the re-run of this SQ assessment indicate that there has been no change and the Applicant continues to pass all tests, no further action will be required.
- 6.5 Should the outcome of the re-run of this SQ assessment indicate that there has been a change and the Applicant(s) either no longer meets the criteria or there is a fail against any of the tests (and which cannot be remedied, e.g. through the provision of a parent company guarantee) the tender may be rejected for the subplot(s). Further details will be provided in the Invitation to Tender document suite.

Meeting the Turnover threshold at Contract Award stage

- 6.6 As part of the re-running of this SQ tests, the Authority will undertake the Turnover Threshold Test based upon Step 3 of the financial evaluation on a pass / fail basis prior to Contract Award. This test will be applied to those Applicant(s) for each subplot that the Authority intends to award a place on the Framework, and may be re-run should the highest scoring Applicant(s) for each subplot change.

Selection Questionnaire Guidance

6.7 The Authority will check that the Applicant's annual turnover (for the most recent year of financial statements) is at least equal to 160% of the estimated annualised contract value. This value will be calculated based on all the sublots the Authority intends to award to the Applicant.

6.8 If the Applicant fails this test (Step 3), the Authority may request the provision of a parent company guarantee or other form of equivalent alternative security as described in section 4.15. The Authority reserves the right, at its sole discretion, to determine whether to change a provisional fail of Step 3 into a pass if the Applicant is able to provide a suitable parent company guarantee or other form of security.

6.9 Where an Applicant is to be awarded one subplot place on the Framework, then:

6.9.1 provided its annual turnover is equal to or greater than 160% of the annualised contract value, this will be assessed as a pass.

6.9.2 If its turnover is less than 160% of the annualised contract value, the Applicant will be assessed as having provisionally failed the financial evaluation.

6.9.3 In the event of a provisional fail, the Authority may at its sole discretion request that a parent company guarantee or other form of equivalent alternative security is provided. Should the provision of a parent company guarantee or other form of security be acceptable the Authority reserves the right, at its sole discretion, to determine whether to change a provisional fail into a pass.

6.10 Where an Applicant is to be awarded two or more subplot places on the Framework, the annualised contract value will be calculated by aggregating the annualised contract value for all the sublots which the Applicant can be awarded. Then:

6.10.1 Where the Applicant's turnover is equal to or greater than 160% of the aggregate annualised contract value, this will be assessed as a pass.

6.10.2 Where the Applicant's the turnover is less than 160% of the aggregated annualised contract value of those sublots, the following methodology will be applied:

- Reference is made to the Applicant's ranking of sublots in the order of preference contained in its tender submission.
- The subplot preferenced lowest for which the Applicant is to be awarded is identified.
- The tender submission for this subplot will be rejected.
- The turnover threshold test will be re-run using the aggregated annualised contract value for the remaining subplot(s) which the Applicant is to be awarded and provided the Applicant's turnover is equal to or greater than 160% of that value this will be assessed as pass.
- If the Applicant's turnover is less than 160% of the aggregated annualised contact value, then its tender submission the next subplot preferenced lowest will be rejected and the turnover test reapplied.
- This process will continue until the Applicant's turnover is 160% or more of the annualised contract value of the sub lots it applied for and where its tender submission has not been rejected.

Selection Questionnaire Guidance

- Where the rejection of the tender submission for a subplot results in the Applicant can be only be awarded one subplot, then clause 6.9 shall apply.

7. LIST OF APPENDICES

Appendix	Title
Appendix A	JV / Consortium / SPV information:
Appendix B	Lot Confirmation Form
Appendix C	Self- Cleaning
Appendix D	Conflict of Interest
Appendix E	List of subcontractors and Associated Companies
Appendix F	Technical and Professional Summary (for response to question P4-3b)
Appendix G	Highways England Specific Requirements (for responses to question P4-3c, P4-3d and P4-3f)
Appendix H	Guarantor Company Information
Appendix I	Health and Safety Response Form
Appendix J	Bravo User Guide
Appendix K	Model Parent Company Guarantee Form (for information- not to be completed unless requested)
Appendix L	Printable copy of SQ questions (for reference only)
Appendix M	Insurances
Appendix N	Details of Bidding Restrictions and Award Rules

Selection Questionnaire Guidance

Annex 1- Sublot Award Overview

Band A - Overview of suppliers to be awarded per subplot

Code	Lot Name	Central		North		South	
		Midlands	East	North West	North East	South West	South East
1.1	General Civil Engineering (super region)	2		2		2	
1.2	General Civil Engineering (region)	1	1	1	1	1	1
2	Drainage	1	1	1	1	1	1

Band B - Overview of suppliers to be awarded per subplot

Code	Lot Name	Central		North		South	
		Midlands	East	North West	North East	South West	South East
3.1	Temporary Traffic Management (super region)	2		2		2	
3.2	Temporary Traffic Management (region)	1	1	1	1	1	1
4.1	Road Restraint Systems and Fencing (Super region)	2		2		2	
4.2	Road Restraint Systems and Fencing (region)	1	1	1	1	1	1

Selection Questionnaire Guidance

Band C – Overview of suppliers to be awarded per subplot

Lot Code	Lot Name	Area											
		7	9	10	13	12	14	6	8	1	2	3	4
5	Landscape and Ecology	2		2	2	2	2	2		2		2	2
6	Road Markings	2		2		2		2		2		2	
7	Road Lighting and Electrical Works	2	2	2		2	2	2		2		2	2
8	Structures Waterproofing and Expansion Joints	2	2	2	2	2		2		2		2	2
9	Technology (incl. Traffic Signals)	2	2	2	2	2	2	2		2		2	2
10	Structures, Structural services and concrete repairs	2	2	2	2	2	2	2		2		2	2
11	Cathodic Protection	1	2										1

Band D - Overview of suppliers to be awarded per subplot

Code	Lot Name	Central		North		South	
		Midlands	East	North West	North East	South West	South East
12.1	Design Services (region)	1	1	1	1	1	1
12.2	Design Services (Super Region)	1		1		1	

Selection Questionnaire Guidance

Annex 2- Financial Tables

Sublot Turnover Thresholds

Band A

Lot Number	Lot Name	Sublot Super Region / Region	Supplier	Sublot Value per supplier	Estimated Annualised value per supplier	SDF Financial Threshold (1.6 times annualised value)
1.1	General Civil Engineering (super region)	Central	Supplier 1	£59,847,043	£9,974,507	£15,959,211
			Supplier 2	£35,908,226	£5,984,704	£9,575,527
		North	Supplier 1	£116,359,771	£19,393,295	£31,029,272
			Supplier 2	£69,815,862	£11,635,977	£18,617,563
		South	Supplier 1	£144,453,487	£24,075,581	£38,520,930
			Supplier 2	£86,672,092	£14,445,349	£23,112,558
1.2	General Civil Engineering (region)	Midlands	Supplier 1	£19,353,741	£3,225,623	£5,160,998
		East	Supplier 1	£4,585,076	£764,179	£1,222,687
		North West	Supplier 1	£11,085,742	£1,847,624	£2,956,198
		North East	Supplier 1	£35,458,166	£5,909,694	£9,455,511
		South West	Supplier 1	£19,757,172	£3,292,862	£5,268,579
		South East	Supplier 1	£38,024,223	£6,337,370	£10,139,793
2	Drainage	Midlands	Supplier 1	£41,091,000	£6,848,500	£10,957,600
		East	Supplier 1	£21,000,000	£3,500,000	£5,600,000
		North West	Supplier 1	£16,122,779	£2,687,130	£4,299,408
		North East	Supplier 1	£27,083,817	£4,513,970	£7,222,351
		South West	Supplier 1	£18,412,116	£3,068,686	£4,909,898
		South East	Supplier 1	£22,753,920	£3,792,320	£6,067,712

Selection Questionnaire Guidance

Band B

Lot Number	Lot Name	Sublot Super Region/ Region	Supplier	Sublot Value per supplier	Estimated Annualised value per supplier	SDF Financial Threshold (1.6 times annualised value)
3.1	Temporary Traffic Management (super region)	Central	Supplier 1	£116,170,000	£19,361,667	£30,978,667
			Supplier 2	£69,702,000	£11,617,000	£18,587,200
		North	Supplier 1	£120,677,861	£20,112,977	£32,180,763
			Supplier 2	£72,406,717	£12,067,786	£19,308,458
		South	Supplier 1	£140,481,359	£23,413,560	£37,461,696
			Supplier 2	£84,288,815	£14,048,136	£22,477,017
3.2	Temporary Traffic Management (region)	Midlands	Supplier 1	£33,744,000	£5,624,000	£8,998,400
		East	Supplier 1	£12,723,844	£2,120,641	£3,393,025
		North West	Supplier 1	£17,469,678	£2,911,613	£4,658,581
		North East	Supplier 1	£30,801,466	£5,133,578	£8,213,724
		South West	Supplier 1	£19,058,646	£3,176,441	£5,082,306
		South East	Supplier 1	£37,133,897	£6,188,983	£9,902,373
4.1	Road Restraint Systems (super region)	Central	Supplier 1	£60,828,751	£10,138,125	£16,221,000
			Supplier 2	£36,497,250	£6,082,875	£9,732,600
		North	Supplier 1	£56,017,447	£9,336,241	£14,937,986
			Supplier 2	£33,610,468	£5,601,745	£8,962,792
		South	Supplier 1	£24,930,192	£4,155,032	£6,648,051
			Supplier 2	£14,958,115	£2,493,019	£3,988,831
4.2	Road Restraint Systems (region)	Midlands	Supplier 1	£14,331,500	£2,388,583	£3,821,733
		East	Supplier 1	£10,000,000	£1,666,667	£2,666,667
		North West	Supplier 1	£10,522,827	£1,753,805	£2,806,087
		North East	Supplier 1	£11,884,152	£1,980,692	£3,169,107
		South West	Supplier 1	£4,166,266	£694,378	£1,111,004
		South East	Supplier 1	£5,805,811	£967,635	£1,548,216

Selection Questionnaire Guidance

Band C

Lot Number	Lot Name	Sublot Super Region/ Region	Supplier	Sublot Value per supplier	Estimated Annualised value per supplier	SDF Financial Threshold (1.6 times annualised value)
5	Landscape & Ecology	Area 7 & 9	Supplier 1	£5,993,994	£998,999	£1,598,398
			Supplier 2	£3,995,996	£665,999	£1,065,599
		Area 10	Supplier 1	£3,334,484	£555,747	£889,196
			Supplier 2	£2,222,990	£370,498	£592,797
		Area 13	Supplier 1	£2,026,800	£337,800	£540,480
			Supplier 2	£1,351,200	£225,200	£360,320
		Area 12	Supplier 1	£8,642,678	£1,440,446	£2,304,714
			Supplier 2	£5,761,785	£960,298	£1,536,476
		Area 14	Supplier 1	£1,877,877	£312,980	£500,767
			Supplier 2	£1,251,918	£208,653	£333,845
		Area 6 & 8	Supplier 1	£1,360,407	£226,735	£362,775
			Supplier 2	£906,938	£151,156	£241,850
		Area 1 & 2	Supplier 1	£4,720,550	£786,758	£1,258,813
			Supplier 2	£3,147,034	£524,506	£839,209
		Area 3	Supplier 1	£5,939,019	£989,836	£1,583,738
			Supplier 2	£3,959,346	£659,891	£1,055,826
		Area 4	Supplier 1	£5,155,329	£859,222	£1,374,754
			Supplier 2	£3,436,886	£572,814	£916,503
6	Road Markings	Area 7 & 9	Supplier 1	£12,351,223	£2,058,537	£3,293,660
			Supplier 2	£8,234,149	£1,372,358	£2,195,773
		Area 10 & 13	Supplier 1	£15,752,818	£2,625,470	£4,200,751
			Supplier 2	£10,501,879	£1,750,313	£2,800,501
		Area 12 & 14	Supplier 1	£5,292,112	£882,019	£1,411,230
			Supplier 2	£3,528,075	£588,012	£940,820
		Area 6 & 8	Supplier 1	£7,620,000	£1,270,000	£2,032,000
			Supplier 2	£5,080,000	£846,667	£1,354,667
		Area 1 & 2	Supplier 1	£14,002,769	£2,333,795	£3,734,072
			Supplier 2	£9,335,179	£1,555,863	£2,489,381
		Area 3 & 4	Supplier 1	£7,026,566	£1,171,094	£1,873,751
			Supplier 2	£4,684,378	£780,730	£1,249,167
7	Road Lighting and Electrical Works	Area 7	Supplier 1	£10,558,800	£1,759,800	£2,815,680
			Supplier 2	£7,039,200	£1,173,200	£1,877,120
		Area 9	Supplier 1	£7,221,548	£1,203,591	£1,925,746
			Supplier 2	£4,814,366	£802,394	£1,283,831

Selection Questionnaire Guidance

		Area 10 & 13	Supplier 1	£9,432,787	£1,572,131	£2,515,410
			Supplier 2	£6,288,524	£1,048,087	£1,676,940
		Area 12	Supplier 1	£3,685,610	£614,268	£982,829
			Supplier 2	£2,457,073	£409,512	£655,220
		Area 14	Supplier 1	£1,668,652	£278,109	£444,974
			Supplier 2	£1,112,435	£185,406	£296,649
		Area 6 & 8	Supplier 1	£5,280,000	£880,000	£1,408,000
			Supplier 2	£3,520,000	£586,667	£938,667
		Area 1 & 2	Supplier 1	£2,434,118	£405,686	£649,098
			Supplier 2	£1,622,746	£270,458	£432,732
		Area 3	Supplier 1	£2,124,058	£354,010	£566,415
			Supplier 2	£1,416,038	£236,006	£377,610
		Area 4	Supplier 1	£3,056,256	£509,376	£815,002
			Supplier 2	£2,037,504	£339,584	£543,334
8	Structures Waterproofing and Expansion Joints	Area 7	Supplier 1	£6,423,840	£1,070,640	£1,713,024
			Supplier 2	£4,282,560	£713,760	£1,142,016
		Area 9	Supplier 1	£13,000,200	£2,166,700	£3,466,720
			Supplier 2	£8,666,800	£1,444,467	£2,311,147
		Area 10	Supplier 1	£1,747,144	£291,191	£465,905
			Supplier 2	£1,164,763	£194,127	£310,603
		Area 13	Supplier 1	£7,924,320	£1,320,720	£2,113,152
			Supplier 2	£5,282,880	£880,480	£1,408,768
		Area 12 & 14	Supplier 1	£2,372,061	£395,344	£632,550
			Supplier 2	£1,581,374	£263,562	£421,700
		Area 6 & 8	Supplier 1	£6,000,000	£1,000,000	£1,600,000
			Supplier 2	£4,000,000	£666,667	£1,066,667
		Area 1 & 2	Supplier 1	£4,238,129	£706,355	£1,130,168
			Supplier 2	£2,825,419	£470,903	£753,445
		Area 3	Supplier 1	£6,199,200	£1,033,200	£1,653,120
			Supplier 2	£4,132,800	£688,800	£1,102,080
		Area 4	Supplier 1	£3,913,056	£652,176	£1,043,482
			Supplier 2	£2,608,704	£434,784	£695,654
9	Technology (incl Traffic Signals)	Area 7	Supplier 1	£3,817,440	£636,240	£1,017,984
			Supplier 2	£2,544,960	£424,160	£678,656
		Area 9	Supplier 1	£6,566,338	£1,094,390	£1,751,024
			Supplier 2	£4,377,559	£729,593	£1,167,349
		Area 10	Supplier 1	£8,128,630	£1,354,772	£2,167,635
			Supplier 2	£5,419,087	£903,181	£1,445,090
		Area 13	Supplier 1	£3,259,440	£543,240	£869,184
			Supplier 2	£2,172,960	£362,160	£579,456
		Area 12	Supplier 1	£4,810,564	£801,761	£1,282,817

Selection Questionnaire Guidance

			Supplier 2	£3,207,043	£534,507	£855,211
		Area 14	Supplier 1	£1,968,669	£328,112	£524,978
			Supplier 2	£1,312,446	£218,741	£349,986
		Area 6 & 8	Supplier 1	£5,695,415	£949,236	£1,518,777
			Supplier 2	£3,796,943	£632,824	£1,012,518
		Area 1 & 2	Supplier 1	£7,183,433	£1,197,239	£1,915,582
			Supplier 2	£4,788,955	£798,159	£1,277,055
		Area 3	Supplier 1	£6,447,974	£1,074,662	£1,719,460
			Supplier 2	£4,298,650	£716,442	£1,146,307
		Area 4	Supplier 1	£4,169,088	£694,848	£1,111,757
			Supplier 2	£2,779,392	£463,232	£741,171
10	Structures, Structural Services and Concrete Repairs	Area 7	Supplier 1	£7,621,200	£1,270,200	£2,032,320
			Supplier 2	£5,080,800	£846,800	£1,354,880
		Area 9	Supplier 1	£24,700,200	£4,116,700	£6,586,720
			Supplier 2	£16,466,800	£2,744,467	£4,391,147
		Area 10	Supplier 1	£19,566,851	£3,261,142	£5,217,827
			Supplier 2	£13,044,568	£2,174,095	£3,478,551
		Area 13	Supplier 1	£10,422,000	£1,737,000	£2,779,200
			Supplier 2	£6,948,000	£1,158,000	£1,852,800
		Area 12	Supplier 1	£13,800,019	£2,300,003	£3,680,005
			Supplier 2	£9,200,013	£1,533,335	£2,453,337
		Area 14	Supplier 1	£3,278,820	£546,470	£874,352
			Supplier 2	£2,185,880	£364,313	£582,901
		Area 6 & 8	Supplier 1	£11,820,000	£1,970,000	£3,152,000
			Supplier 2	£7,880,000	£1,313,333	£2,101,333
		Area 1 & 2	Supplier 1	£10,578,686	£1,763,114	£2,820,983
			Supplier 2	£7,052,458	£1,175,410	£1,880,655
		Area 3	Supplier 1	£3,849,703	£641,617	£1,026,588
			Supplier 2	£2,566,469	£427,745	£684,392
		Area 4	Supplier 1	£2,430,008	£405,001	£648,002
			Supplier 2	£1,620,005	£270,001	£432,001
11	Cathodic Protection	Area 7	Supplier 1	£14,848,800	£2,474,800	£3,959,680
		Area 9	Supplier 1	£37,200,000	£6,200,000	£9,920,000
			Supplier 2	£24,800,000	£4,133,333	£6,613,333
		Area 4	Supplier 1	£855,456	£142,576	£228,122

Selection Questionnaire Guidance

Band D

Lot Number	Lot Name	Sublot Super Region/ Region	Supplier	Sublot Value per supplier	Estimated Annualised value per supplier	SDF Financial Threshold (1.6 times annualised value)
12.1	Design Services (region)	Midlands	Supplier 1	£59,015,083	£9,835,847	£15,737,355
		East	Supplier 1	£16,078,329	£2,679,722	£4,287,554
		North West	Supplier 1	£25,499,215	£4,249,869	£6,799,791
		North East	Supplier 1	£44,066,006	£7,344,334	£11,750,935
		South West	Supplier 1	£29,169,129	£4,861,521	£7,778,434
		South East	Supplier 1	£37,697,409	£6,282,902	£10,052,642
12.2	Design Services (super region)	Central	Supplier 1	£32,182,891	£5,363,815	£8,582,104
		North	Supplier 1	£29,813,666	£4,968,944	£7,950,311
		South	Supplier 1	£28,657,088	£4,776,181	£7,641,890