



Ministry
of Defence



Defence Equipment & Support
MoD Abbey Wood Bristol
BS34 8JH

To: Tenderers detailed on next page

Our Reference: 701547527
Date: 13/12/2021

Dear Sir/Madam,

Invitation to Tender (ITT) Reference No. 701547527

1. You are invited to Tender for the Ground Based Surveillance Radar (GBSR) Demonstration and Manufacture Phase in competition, in accordance with the attached documentation.
2. The anticipated date for the Contract award decision is May 2022. Please note that this is an indicative date only and may change.
3. You must submit your Tender via the Defence Sourcing Portal by [REDACTED]

Yours faithfully,

[REDACTED]

**List of Suppliers Invited to Submit a Tender for ITT No.
701547527**

Elbit Systems UK

[Redacted]
[Redacted]
[Redacted]

Hensoldt UK

[Redacted]
[Redacted]
[Redacted]
[Redacted]

Marlborough Communications Limited

[Redacted]
[Redacted]
[Redacted]
[Redacted]

SRCTec LLC

[Redacted]
[Redacted]
[Redacted]
[Redacted]

Thales UK Limited

[Redacted]
[Redacted]
[Redacted]
[Redacted]

Invitation To Tender (ITT) for Ground Based Surveillance Radar Demonstration, Manufacture Support – ITT Reference No. 701547527

Contents

This Invitation to Tender sets out the requirements that Tenderers must meet to submit a valid Tender. It also contains the draft Contract, further related documents and forms and sets out the Authority's position with respect to the competition.

This invitation consists of the following documentation:

- DEFFORM 47 – Invitation to Tender. The DEFFORM 47 sets out the key requirements that Tenderers must meet to submit a valid Tender. It also sets out the conditions relating to this competition. For ease it is broken into:
 - Section A – Introduction
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 - Appendix 1 - Data Item Descriptions
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- B. In-Service Support (ISS) Statement of Work (SOW)
 - Appendix 1 - Data Item Descriptions
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- C. Technical Statement of Requirement (System Requirements) (TSOR)
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- D. GBSR Pricing Schedule
- E. Milestone Payment Plan
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- G. Integrated Test Evaluation and Acceptance Plan (ITEAP)
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 - Appendix 1 - OFFICIAL and OFFICIAL-SENSITIVE Contractual Security Conditions
- J. GFE & GFI Annex
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- M. Key Performance & Performance Indicators
- N. DEFFORM 528 - Import/Export Control
- O. Document Review Form
- P. DEFFORM 315 - Contract Data Requirement
- Q. Earned Value Management (EVM) Project Controls (PC) Industry Tailoring Guide
- R. Exit/Transition Management Plan
- S. Parent Company / Bank Guarantee [Placeholder]

Ref-1. Use Study

Ref-2. Configuration Management Plan

Ref-3. Reliability & Management Case

Ref-4. Supply Support Plan

Ref-5. Integrated Logistics Support Plan

Ref-6. Logistic Commodities and Services Transformation Supplier Manual

Ref-7. Concept of Employment (CONEMP)

Section A – Introduction

DEFFORM 47 Definitions

In this ITT the following words and expressions shall have the meanings given to them below:

A1. “The Authority” means the Secretary of State for Defence of the United Kingdom of Great Britain and Northern Ireland, acting as part of the Crown.

A2. “Compliance Regime” is a legally enforceable set of rules, procedures, physical barriers and controls that, together, act to prevent the flow of sensitive or protected information to parties to whom it may give an unfair advantage.

A3. “Conditions of Tendering” means the conditions set out in this DEFFORM 47 that govern the competition.

A4. A “Consortium Arrangement” means two or more economic operators who have come together specifically for the purpose of bidding for this Contract and who establish a consortium agreement or special purpose vehicle to contract with the Authority.

A5. “Contract” means a Contract entered into between the successful Tenderer or consortium members and the Authority, should the Authority award a Contract as a result of this competition.

A6. “Contract Terms & Conditions” means the attached conditions including any schedules, annexes and appendices that will govern the Contract entered into between the successful Tenderer and the Authority, should the Authority award a Contract as a result of this competition.

A7. “Contractor Deliverables” means the works, goods and/or the services, including packaging (and Certificate(s) of Conformity and supplied in accordance with any Quality Assurance (QA) requirements if specified) which the Contractor is required to provide under the Contract.

A8. “Cyber Security Model” means the model defined in DEFCON 658.

A9. “Defence Sourcing Portal” means the electronic platform in which Tenders are submitted to the Authority.

A10. “Government Furnished Information” means information or data issued or made available to the Tenderer in connection with the Contract by or on behalf of the Authority.

A11. “ITT Documentation” means this ITT and any information in any medium or form (for example drawings, handbooks, manuals, instructions, specifications and notes of pre-Tender clarification meetings), issued to you, or to which you have been granted access by the Authority, for the purposes of responding to this ITT.

A12. “ITT Material” means any other material (including patterns and samples), equipment or software, in any medium or form issued to you, or to which you have been granted access, by the Authority for the purposes of responding to this ITT.

A13. “Schedule of Requirements” means that part of the Contract which identifies, either directly or by reference, the Contractor Deliverables to be supplied or carried out, the quantities involved and the price or pricing terms in relation to each Contractor Deliverable.

A14. The “Statement of Work” at Annex A and B to the T&C’s means that part of the Contract which details the technical requirements and acceptance criteria of the Contractor Deliverables.

A15. A ‘Sub-Contractor’ means any party engaged or intended to be engaged by the Contractor at any level of sub-contracting to provide Contractor Deliverables for the purpose of performing this Contract.

A16. A “Sub-Contracting Arrangement” means a group of economic operators who have come together specifically for the purpose of bidding for this Contract, where one of their number will be the party to the Contract with the Authority, the remaining members of that group being Sub-Contractors to the lead economic operator.

A17. A “Tender” is the offer that you are making to the Authority.

A18. “Tenderer” means the economic operator submitting a response to this Invitation to Tender. Where “you” is used this means an action on you the Tenderer.

A19. A “Third Party” is any person (including a natural person, corporate or unincorporated body (whether or not having separate legal personality)), other than the Authority, the Tenderer or their respective employees.

Purpose

A20. The purpose of this ITT is to invite you to submit a Tender, in accordance with the instructions set out in this ITT, to propose a solution and best price to meet the Authority’s requirement. This documentation explains and sets out the:

- a. timetable for the next stages of the procurement;
- b. instructions, conditions and processes that governs this competition;
- c. information you must include in your Tender and the required format;
- d. arrangements for the receipt and evaluation of Tenders;
- e. criteria and methodology for the evaluation of Tenders; and
- f. Contract Terms & Conditions;

A21. The sections in this ITT and associated documents are structured in line with a generic Tendering process and do not indicate importance and/or precedence.

A22. This requirement was advertised by the Authority in the Defence Sourcing Portal dated 5 March 2021 under the following reference 701547527.

A23. This ITT is subject to the Defence and Security Public Contracts Regulations 2011.

A24. This ITT has been issued to all potential Tenderers chosen during the supplier selection stage under the restricted procedure.

A25. Potential Tenderers can be found on the DSP.

A26. Funding is due to be approved by May 2022 for this requirement. Your Tendered price should not exceed £25,000,000.00 incl. VAT. **This figure does not include for the provision of Ad hoc tasking or Options. The total Tender price consists of the following Line Items in the Schedule of Requirements:**

- Table 1 - Line Item 1
- Table 1 - Line Item 2
- Table 1 - Line Item 3
- Table 1 - Line Item 4
- Table 2 - Line Item 6

ITT Documentation and ITT Material

A27. ITT Documentation, ITT Material and any Intellectual Property Rights (IPR) in them shall remain the property of the Authority or other Third-Party owners and is released solely for the purposes of enabling you to submit a Tender. You must:

- a. take responsibility for the safe custody of the ITT Documentation and ITT Material and for all loss and damage sustained to it while in your care;
- b. not copy or disclose the ITT Documentation or ITT Material to anyone other than the bid team involved in preparing your Tender, and not use it except for the purpose of responding to this ITT;
- c. seek written approval from the Authority if you need to provide access to any ITT Documentation or ITT Material to any Third Party;
- d. abide by any reasonable conditions imposed by the Authority in giving its approval under sub-paragraph A27.c, which as a minimum will require you to ensure any disclosure to a Third Party is made by you in confidence. Alternatively, due to IPR issues for example, the disclosure may be made, in confidence, directly by the Authority;
- e. accept that any further disclosure of ITT Documentation or ITT Material (or use beyond the original purpose), or further use of ITT Documentation or ITT Material, without the Authority's written approval may make you liable for a claim for breach of confidence and/or infringement of IPR, a remedy which may involve a claim for compensation;
- f. inform the named Commercial Officer if you decide not to submit a Tender;

- g. immediately confirm destruction of (or in the case of software, that it is beyond use) all ITT Documentation, ITT Material and derived information of an unmarked nature, should you decide not to respond to this ITT, or you are notified by the Authority that your Tender has been unsuccessful; and
- h. consult the named Commercial Officer to agree the appropriate destruction process if you are in receipt of ITT Documentation and ITT Material marked 'OFFICIAL-SENSITIVE' or 'SECRET'.

A28. Some or all the ITT Documentation and ITT Material may be subject to one or more confidentiality agreements made between you and either the Authority or a Third Party, for example a confidentiality agreement established in the form of DEFFORM 94. The obligations contained in any such agreement are in addition to, and do not derogate from, your obligations under paragraph A27 above.

Tender Expenses

A29. You will bear all costs associated with preparing and submitting your Tender. The Authority will not be liable for the costs of any Tender, work or effort incurred by you participating in this Tender process, including where the Tender process is terminated or amended by the Authority, where the Authority decides not to award a Contract or where you withdraw from the Tender process either directly or indirectly as costs under any other Contract with the Authority.

Consortia and Sub-Contracting Arrangements

A30. The Authority requires all Tenderers to identify whether any and/or which Consortium Arrangements or Sub-Contracting Arrangements will apply in the case of their Tender, and in particular specify the Consortium Arrangement or Sub-Contracting Arrangement entity or both and their workshare. In the case of a Sub-Contracting Arrangement, the Authority requires all Tenderers to identify the entity that will be the party to the Contract with the Authority.

Material Change of Control

A31. You must inform the Authority in writing as soon as you become aware of:

- a. any material changes to any of the information, representations or other matters of fact communicated to the Authority as part of your PQQ response or in connection with the submission of your PQQ response;
- b. any material adverse change in your circumstances which may affect the truth, completeness or accuracy of any information provided as part of your PQQ response or in connection with the submission of your PQQ response or in your financial health or that of any Consortium Arrangement member or Sub-Contracting Arrangement member; or
- c. any material changes to your financial health or that of a party to the Consortium Arrangement or Sub-Contracting Arrangement; and
- d. any material changes to the makeup of the Consortium Arrangement or Sub-Contracting Arrangement, including:
 - i. the form of legal arrangement by which the Consortium Arrangement or Sub-Contracting Arrangement will be structured; ii. the identity of Consortium Arrangement or Sub-Contracting Arrangement;
 - iii. the intended division or allocation of work or responsibilities within or between the Consortium Arrangement or Sub-Contracting Arrangement; and
 - iv. any change of control of any Consortium Arrangement or Sub-Contracting Arrangement.

A32. If a change described in paragraph A31 occurs, the Authority may reassess you against the

PQQ selection criteria. The Authority reserves the right to require you to submit an updated/amended PQQ response (or parts thereof) to reflect the revised circumstances so that the Authority can make a further assessment by applying the published selection criteria to the new information provided. The outcome of this further assessment may affect your suitability to proceed with the procurement.

A33. In relation to a change described in paragraph A31, as far as is reasonably practicable, you must discuss any such proposed changes with the Authority before they occur and you must additionally highlight any changes from your PQQ response relating to any change in the Consortium Arrangement or Sub-Contracting Arrangement or any change relating to conflicts of interest following a change, directly or indirectly in your ownership or control or of any Consortium Arrangement or Sub-Contracting Arrangement

A34. The Authority reserves the right, at its sole discretion to disqualify any Tenderer who makes any material change to any aspects of its responses to the PQQ if:

- a. It fails to re-submit to the Authority the updated relevant section of its PQQ response providing details of such change in accordance with paragraph A33 as soon as is reasonably practicable and in any event no later than 30 business days following request from the Authority; or
- b. Having notified the Authority of such change, the Authority considers that the effect of the change is such that on the basis of the evaluation undertaken by the Authority for the purpose of selecting potential providers to participate in the procurement, the Tenderer would not have pre-qualified.

Contract Terms & Conditions

A35. The Contract Terms & Conditions include all attachments listed in the contents of the Terms & Conditions, such as the Schedule of Requirements, any additional Schedules, Annexes and/or Appendices. The full text of Defence Conditions (DEFCONs) and Defence Forms (DEFFORMS) are available electronically via the [Knowledge in Defence \(KiD\)](#) website.

A36. The Contract Terms & Conditions can be found within the draft contract pack.

Other Information

A37. The Armed Forces Covenant

- a. The Armed Forces Covenant is a promise from the nation to those who serve, or who have served, and their families, to ensure that they are treated fairly and are not disadvantaged in their day to day lives, as a result of their service.
- b. The Covenant is based on two principles:
 - i. That the Armed Forces community would not face disadvantages when compared to other citizens in the provision of public and commercial services; and
 - ii. That special consideration is appropriate in some cases, especially for those who have given most, such as the injured and the bereaved.

The Authority encourages all Tenderers, and their suppliers, to sign the Armed Forces Covenant, declaring their support for the Armed Forces community by displaying the values and behaviours set out therein.

c. [The Armed Forces Covenant](#) provides guidance on the various ways you can demonstrate your support through your Covenant pledges and how by engaging with the Covenant and Armed Forces, such as employing Reservists, a company or organisation can also see real benefits in their business.

d. If you wish to register your support you can provide a point of contact for your company on this issue to the Armed Forces Covenant Team at the address below, so that the Authority can alert you to any events or initiatives in which you may wish to participate. The Covenant Team can also provide any information you require in addition to that included on the website.

Email address: employerrelations@rfca.mod.uk

Address: Defence Relationship Management
Ministry of Defence
Holderness House
51-61 Clifton Street
London
EC2A 4EY

e. Paragraph A37 a to d above are not a condition of working with the Authority now or in the future, nor will this issue form any part of the Tender evaluation, Contract award procedure or any resulting Contract. However, the Authority very much hopes you will want to provide your support.

Aim of Competition

A38. GBSR is a new equipment procurement project aiming to deliver a replacement capability for the current in-service MSTAR Mk IV. GBSR shall be a self-contained, soldier-borne, all-weather ground-based surveillance radar with the ability to detect, recognise, locate and track moving targets and to detect and correct Artillery Fall of Shot. GBSR will procure a replacement capability with a contract for a 1yr Demonstration & Manufacture Phase, 3yr In-Service Support (ISS) Phase and two 1yr Options to extend ISS.

A39. 90 GBSR systems will be required with the option to purchase a further 40 GBSR systems.

Section B – Key Tendering Activities

The key dates for this procurement are currently anticipated to be as follows:

Stage	Date and Time	Responsibility	Submit to:
Invitation to Tenderers' Conference	13 October 2021	The Authority	N/A
Date for confirmation of attendance at virtual Tenderers' Conference	15 October 2021	Tenderers	N/A
Start date for Clarification Questions/Requests for additional information	12:00 hrs (GMT) 11 October 2021	Tenderers	Defence Sourcing Portal
Final date for Clarification Questions/Requests for additional information	12:00 hrs (GMT) 19 November 2021	Tenderers	Defence Sourcing Portal
The Authority issues Final Clarification Answers	12:00 hrs (GMT) 03 December 2021	The Authority	All Tenderers
Tender Return	12:00 hrs (GMT) 14 January 2022	Tenderers	Defence Sourcing Portal
Tender Evaluation	January 2022- February 2022	The Authority	N/A
Negotiations	N/A	The Authority	N/A
Reverse Auction	N/A	The Authority	N/A
Trials/Testing	N/A	The Authority	N/A

Notes

Tenderers Conference

B1. A Tenderer's Conference was held on the 22nd October 2021. All Tenderer's attended the conference virtually.

Clarification Questions

B2. The Authority will automatically copy clarification questions and answers to all Tenderers, removing the names of those who have raised the clarification questions. If you wish the Authority to treat the clarification as confidential and not issue the response to all Tenderers, you must state this when submitting the clarification question and provide justification. If in the opinion of the Authority, the clarification is not confidential, the Authority will inform the Tenderer, who will have an opportunity to withdraw the question. If the clarification question is not withdrawn, the response

will be issued to all Tenderers. All Clarification Questions must be submitted via the Defence Sourcing Portal.

Tender Return

B3. The Authority may, in its own absolute discretion extend the deadline for receipt of Tenders and in such circumstances the Authority will notify all Tenderers of any change.

Negotiations

B4. Negotiations do not apply to this Tender process.

Section C - Instructions on Preparing Tenders

Construction of Tenders

C1. Your Tender must be written in English, using Arial font size 11. Prices must be in GBP ex VAT. Prices must be Firm Price etc. A price breakdown must be included in the Tender.

C2. To assist the Authority's evaluation, you must set out your Tender response in accordance with Section D (Tender Evaluation) and all the Appendixes related

Validity

C3. Your Tender must be valid and open for acceptance for twelve (12) months from the Tender return date. In addition, the winning Tender must be open for acceptance for a further thirty (30) calendar days once the Authority announces its decision to award the Contract. In the event that legal proceedings challenging the award of the Contract are instituted, before entry into Contract, you must hold your Tender open for acceptance during this period, and for up to fourteen (14) calendar days after any legal proceedings have concluded.

Section D – Tender Evaluation

D1. Appendix 2 to DEFFORM 47 details how your Tender will be evaluated, the methodology used to evaluate the Tender and the evaluation criteria.

D2. Negotiations do not apply to this Tender process.

Details of Price Breakdown and Mandatory Criteria

MANDATORY CRITERIA:

D3. Provision of Information and Documentation

Mandatory Criteria, applicable to non-qualifying contracts	
Full completion of DEFFORM 47 Appendix 1 (Offer) (See section F, paragraph 19)	FC / NC (see table below)
Commercial and Pricing Proposal	FC / PC / NC (see table below)
<p>Contract Terms and Conditions Compliance -</p> <p>The Tenderer is required to respond specifically and fully to each term/condition of the Draft Contract and associated Annexes, indicating his acceptance/level of compliance as set out below.</p> <p>For any Partial or Non- Compliances, the reason why the offered response is not Fully Compliant shall be stated, and if appropriate, the offer of alternative proposals shall be set out.</p>	
<p>Schedule of Requirements</p> <p>The Tenderer shall provide Firm prices (not subject to change) for items detailed in Terms & Conditions – Schedule of Requirements. All prices shall be quoted in £ GBP ex VAT.</p>	
<p>Pricing Schedule</p> <p>The Tenderer shall provide Firm prices (not subject to change) for items detailed in Annex D - Pricing Schedule to Draft Contract. All prices shall be quoted in £ GBP ex VAT.</p> <p>The Tenderer shall not submit Travel & Subsistence rates as approved T&S rates are provided in the Annex D - Pricing Schedule to Draft Contract.</p>	FC/ NC (see table below)

Technical Proposal	
<p>Statement of Work Compliance</p> <p>The Tenderer is required to demonstrate compliance to each section/deliverable of the SOWs and TSOR (Appendix 3 of DEFFORM47) including associated Annexes and/or Appendices, indicating their acceptance/level of compliance as set out below.</p> <p>For any Partial or Non-Compliances, the reason why the offered response is not Fully Compliant shall be stated, and if appropriate, the offer of alternative proposals shall be set out.</p>	<p>FC / PC / NC (see table below)</p>
<p><u>Technical and Programme Management Deliverables</u></p>	
<p>PROJECT MANAGEMENT & GOVERNANCE</p>	
<p>Draft Project Management Plan Draft Risk Register Assumptions and Dependencies List Contractor's Master Schedule</p>	<p>FC / PC / NC (see table below)</p>
<p>INTEGRATED LOGISTIC SUPPORT (ILS)</p>	
<p>The Tenderer shall submit, as part of their ITT return the Technical and Programme Management documents listed in Appendix 2 - Evaluation Methodology and Appendix 4 - GBSR Technical & Social Value Questions:</p> <ol style="list-style-type: none"> 1. Support Options Matrix (SOM) 2. Draft Supply Support Plan (SSP). 3. Draft of dependencies on the Authority, as identified by the Prime Contractor, to deliver the contract and how these dependencies can be managed. 4. Draft Issue Management and Conflict Resolution Plan 5. Preliminary Integrated Support Plan (ISP) 6. Preliminary Supportability Analysis Plan (SAP) <p>The Tenderer should in the first instance consider any existing documentation and identify any areas they consider fall short of the Authorities expectations, should they wish for the Authority to consider the documentation as an alternative this should be presented for comment during the 'ITT Clarification Period' along with the Tenderers explanation as to why</p>	<p>FC / PC / NC (see table below)</p>

they consider it to be a suitable alternative to the Authority's request.	
Quality Management and Assurance	
Draft Quality Plan written to the requirements of AQAP 2105	FC / NC (see table below)
Draft project Safety and Environmental Management Plan (SEMP)	FC / NC (see table below)
Draft Transition / Exit Management Plan (EMP)	FC / NC (see table below)

Compliance Level	Key	Description
Fully Compliant	FC	The Tenderer full accepts this Term / Condition / SOR section / Deliverable
Partially Compliant	PC	The Tenderer partially accepts this Term / Condition / SOR section / Deliverable; however, a proposed caveat, comment or amendment has been made
Non-Compliant	NC	The Tenderer does not accept this Term / Condition / SOR section / Deliverable

Section E – Instructions on Submitting Tenders

Submission of your Tender

E1. Your Tender and any ITT Documentation must be submitted electronically via the Defence Sourcing Portal (DSP) by 12:00am on 3rd December 2021. The Authority reserves the right to reject any Tender received after the stated date and time. Hard copy, paper or delivered digital Tenders (e.g. email, DVD) at OFFICIAL SENSITIVE classification are no longer required and will not be accepted by the Authority. Tenderers are required to submit an electronic online Tender response to ITT 701547527.

E2. You must provide via the DSP one priced copy of your Tender and one unpriced copy. Both copies should be clearly labelled and easily identifiable. You must ensure that there are no prices present in your unpriced copy. The Authority has the right to request, at its discretion, that any pricing information found in the unpriced copy is redacted in accordance with paragraph E4. Tenderers are required to upload their technical deliverables against each of the relevant technical questions in the Technical Envelope in DSP. The Tenderers must upload one document against each question in order for their response to be submitted, if Tenderers do not upload one document against each question, they will be unable to submit their response against the question on DSP.

E3. Where a response to a question requires the uploading of multiple attachments/documents, Tenderers must submit additional attachments within the Technical Envelope. All uploaded documents/attachments in the additional attachments area in the Technical Envelope must use the following naming convention; Year month date- Technical or commercial- question number- title of document- Tenderer name, for example: 20210821- Tech-Q1- Titleofdocument- Tenderername. Any document uploaded in this area and associated to an individual question, must be included in the overall page cap for that question. For plans/reports or any additional documentation that is not related to an evaluation question the following naming convention must be used; Year month date- Title of document/plan/report- Tenderer name, for example: 20210821- Titleofdocument/plan/report- Tenderername. Any document/ attachments which does not follow this naming convention or breach the page cap shall be disregarded and not evaluated. Where the same document is required in response to multiple questions, they must be uploaded individually each time and named in accordance with each of the questions. For commercial deliverables, Tenderers are required to upload these as 'general attachments' in the Technical Envelope on the DSP, apart from the Commercial Compliance Matrix which shall be uploaded to Question 1.1 - Commercial Compliance Matrix in the Technical Envelope.

E4. The Authority may, in its own absolute discretion, allow the Tenderer to rectify any irregularities identified in the Tender by the Authority or provide clarification after the Tender return date. For example, this may include, but is not limited to, redacting pricing information in the unpriced copy of the Tender or providing clarification in relation to a corrupt or blank document. Tenderers will be provided with instructions via the DSP on how they can correct such irregularities which must be completed by the deadline set. The Authority will cross reference the amended Tender with the original Tender submitted to the DSP before the Tender return date to ensure that no other amendments, other than in relation to the specific irregularity/clarification communicated by the Authority, have been made. Should Tenderers make additional amendments to the Tender other than those relating to the specific irregularity/clarification communicated to the Tenderer by the Authority, this may result in a non-compliant bid.

E5. The DSP is accredited to OFFICIAL SENSITIVE. Material that is protectively marked above this classification must not be uploaded to the DSP. Please contact Commercial via DSP, using the Clarification Process, if you have a requirement to submit documents above OFFICIAL SENSITIVE.

E6. You must not upload any ITAR or Export Controlled information as part of your Tender or ITT documentation into the DSP. You must contact Commercial via DSP, using the Clarification

Process, to discuss any exchange of ITAR or Export Controlled information. You must ensure that you have the relevant permissions to transfer information to the Authority.

E7. You must ensure that your DEFFORM 47 Appendix 1 - Tender Submission Document (Offer) is signed, scanned and uploaded to DSP with your Tender as a PDF (it must be a scanned original). The remainder of your Tender must be compatible with MS Word and other MS Office applications.

Variant Bids

E8. The Authority will not accept Variant Bids for this Tender.

Samples

E9. Samples are not required.

Section F – Conditions of Tendering

F1. The issue of ITT Documentation or ITT Material is not a commitment by the Authority to place a Contract as a result of this competition or at a later stage. Neither does the issue of this ITT or subsequent Tender submission create any implied Contract between the Authority and any Tenderer and any such implied Contract is expressly excluded.

F2. The Authority reserves the right, but is not obliged to:

- a. vary the terms of this ITT in accordance with applicable law;
- b. seek clarification or additional documents in respect of a Tenderer's submission during the Tender evaluation where necessary for the purpose of carrying out a fair evaluation. Tenderers are asked to respond to such requests promptly;
- c. visit your site;
- d. disqualify any Tenderer that submits a non-compliant Tender in accordance with the instructions or conditions of this ITT;
- e. disqualify any Tenderer that is guilty of misrepresentation in relation to its Tender, expression of interest, the dynamic PQQ or the Tender process;
- f. re-assess your suitability to remain in the competition, for example where there is a material change in the information submitted in and relating to the PQQ response, see paragraphs A31 to A34;
- g. withdraw this ITT at any time, or choose not to award any Contract as a result of this Tender process, or re-invite Tenders on the same or any alternative basis;
- h. re-issue this ITT on a single source basis, in the event that this procurement does not result in a 'competitive process' as defined in the Single Source Contract Regulations 2014, making such adjustments as would be required by the application of the Defence Reform Act 2014 and/or the Single Source Contract Regulations 2014;
- i. choose not to award any Contract as a result of the current Tender process;
- j. where it is considered appropriate, ask for an explanation of the costs or price proposed in the Tender where the Tender appears to be abnormally low;

F3. The Contract will be entered into when the Authority sends written notification of its entry into the Contract, via a DEFFORM 159. Written notification will be issued, to the address you provide, on or before the end of the validity period specified in paragraph C3.

Conforming to the Law

F4. You must comply with all applicable UK legislation and any equivalent legislation in a third state.

F5. Your attention is drawn to legislation relating to the canvassing of a public official, collusive behaviour and bribery. If you act in breach of this legislation your Tender will be disqualified from this procurement. Disqualification will be without prejudice to any civil remedy available to the Authority or any criminal liability that your conduct may attract.

Bid Rigging and Other Illegal Practices

F6. You must report any suspected or actual bid rigging, fraud, bribery, corruption, or any other dishonest irregularity in connection to this Tendering exercise to:

Defence Regulatory Reporting Cell Hotline

0800 161 3665 (UK) or

+44 1371 85 4881 (Overseas)

Conflicts of Interest

F7. Any attempt by Tenderers or their advisors to influence the contract award process in any way may result in the Tenderer being disqualified. Specifically, Tenderers shall not directly or indirectly at any time:

- devise or amend the content of their Tender in accordance with any agreement or arrangement with any other person, other than in good faith with a person who is a proposed partner, supplier, consortium member or provider of finance;
- enter into any agreement or arrangement with any other person as to the form or content of any other Tender, or offer to pay any sum of money or valuable consideration to any person to effect changes to the form or content of any other Tender;
- enter into any agreement or arrangement with any other person that has the effect of prohibiting or excluding that person from submitting a Tender;
- canvass the Authority or any employees or agents of the Authority in relation to this procurement; or
- attempt to obtain information from any of the employees or agents of the Authority or their advisors concerning another Tenderer or Tender.

F8. Where you have advised the Authority in relation to this procurement procedure or otherwise have been or are involved in any way in the preparation or conduct of this procurement procedure or where any other actual or potential conflict of interest (COI) exists or arises at any point before the Contract award decision, you must notify the Authority immediately.

F9. Where an actual or potential COI exists or arises, you must provide a proposed Compliance Regime within seven (7) calendar days of notifying the Authority of the actual or potential COI. The proposal must be of a standard which, in the Authority's sole opinion, appropriately manages the conflict, provides sufficient separation to prevent distortion of competition and provides full details listed in F9 a to G below. Where the Contract is awarded and the COI is still relevant post-Contract award decision, your proposed Compliance Regime will become part of the Contract Terms and Conditions. As a minimum, the Compliance Regime must include:

- a. the manner of operation and management;
- b. roles and responsibilities;
- c. standards for integrity and fair dealing;
- d. levels of access to and protection of competitors' sensitive information and Government Furnished Information;
- e. confidentiality and/or non-disclosure agreements (e.g. DEFFORM 702);
- f. the Authority's rights of audit; and
- g. physical and managerial separation.

F10. Tenderers are ultimately responsible for ensuring that no COI exist between the Tenderer and its advisers, and the Authority and its advisers. Any Tenderer who fails to comply with this requirement (including where the Authority does not deem the proposed Compliance Regime to be

of a standard which appropriately manages the conflict) may be disqualified from the procurement at the discretion of the Authority.

Government Furnished Assets

F11. Where the Authority provides Government Furnished Assets / Information (GFA / I) in support of this competition, you must include details of the GFA in your Public Store Account and treat it in accordance with Def Stan 05-099. If unsuccessful in this competition, you must seek instructions for the GFA from the named Commercial Officer.

Standstill Period

F12. The Authority is allowing a space of ten (10) calendar days between the date of dispatch of the electronic notice of its decision to award a Contract to the successful Tenderer before entering a Contract, known as the standstill period. The standstill period ends at 23:59 on the 10th day after the date the DEFFORM 158s are sent. If the 10th day is not a business day, the standstill period ends at 23:59 of the next business day.

Publicity Announcement

F13. If you wish to make an announcement regarding this procurement, you must seek approval from the named Commercial Officer and Press Office and such permission will only be given at the sole discretion of the Authority. Requests must be made in writing to the named Commercial Officer and a copy of the draft announcement provided. This shall then be forwarded to the Press Office and their contact details will be provided for further follow up.

F14. Under no circumstances should you confirm to any Third Party the Authority's Contract award decision before the Authority's announcement of the award of Contract.

Sensitive Information

F15. All Central Government Departments and their Executive Agencies and Non-Departmental Public Bodies are subject to control and reporting within Government. In particular, they report to the Cabinet Office and HM Treasury for all expenditure. Further, the Cabinet Office has a cross governmental role delivering overall Government policy on public procurement, including ensuring value for money, related aspects of good procurement practice and answering Freedom of Information requests.

F16. For these purposes, the Authority may share within Government any of the Tenderers documentation/information (including any that the Tenderer considers to be confidential and/or commercially sensitive such as specific bid information) submitted by the Tenderer to the Authority during this procurement. Tenderers taking part in this competition must identify any sensitive material in the DEFFORM 539A and consent to these terms as part of the competition process. This allows the Authority to share information with other Government Departments while complying with our obligations to maintain confidentiality.

F17. Where required, the Authority will disclose on a confidential basis any information it receives from Tenderers during the Tender process (including information identified by the Tenderer as Commercially Sensitive Information in accordance with the provisions of this ITT) to any Third Party engaged by the Authority for the specific purpose of evaluating or assisting the Authority in the evaluation of the Tenderer's Tender. In providing such information the Tenderer consents to such disclosure.

Reportable Requirements

F18. Listed in the DEFFORM 47 Appendix 1 (Offer) are the Mandatory Declarations. It is a Condition of Tendering that you complete and attach the returns listed in the Annex and, where you select yes, you must attach the relevant information with the Tender submission.

F19. Your Tender will be deemed non-compliant and excluded from the Tender process if you fail to complete the Annex in full and attach relevant information where required.

Specific Conditions of Tendering

F20. Limitation of Contractors Liability

F20.1. A Limit of Contractor's Liability condition has been included in the Contract Terms and Conditions at Condition 18. Condition 18.5 contains required Limit of Liability caps to each one of DEFCONs 76, 514, 611 and 612 and an aggregated cap. All Tenderers will be required to fulfil the requirements set out at DEFFORM 47 Condition F21 below for Insurance and a Parent Company or Bank Guarantee may be required prior to Contract award in line with Condition 28 of the Information on Mandatory Declarations further below.

F21. Insurance

F21.1 The Tenderer shall provide evidence of their maximum layer of insurance cover.

F21.2. The Tenderer must comply with the following conditions when providing evidence of their maximum layer of insurance cover:

- a. be provided in writing to the Authority by one of the Tenderer's executive directors;
- b. be provided to the Authority prior to Contract Award;
- c. be the applicable type of required insurance to cover the Contractor against the specific risk for which he is requesting to limit his liability against; and
- d. be provided for each risk which the Tenderer is identified in Condition 18 of the draft Contract Terms and Conditions.

F21.3. The Tenderer must, as part of the Tender, provide evidence to the Authority of their maximum layer of insurance covering the following risks:

- a. the Contractors obligations and liability detailed within DEFCON 76 - Contractor's Personnel at Government Establishments; and
- b. damage or destruction to the Contractor's production premises and machinery and warehouse storage facilities.

F21.4 All evidence provided by The Tenderer to the Authority of the Tenderer's maximum layer of insurance must cover the specific risks detailed in these Conditions F20 and F21 above.

F21.5. All evidence provided by the Tenderer to the Authority of the Tenderer's maximum layer of insurance to cover the risks detailed in this Condition F21 shall form and become an Annex to the Contract prior to Contract Award.

F21.6. The Authority shall only accept evidence provided by the Tenderer to the Authority as actual evidence of the Tenderer's maximum layer of insurance, if the evidence meets all the requirements stated within this Condition.

Delivery Schedule

F22. The Tenderer must submit in their Tender a delivery schedule for the demonstration, manufacture and the return of repaired systems as defined and in accordance with the Authority's D&M SoW, ISS SoW and TSoR to the draft T&C's and the Acceptance Process in accordance with Clause 14 of T&C's.

F23. The following constraints shall apply to the Contractor's proposed delivery schedule:

- a. No work can be done by the Tenderer prior to Contract Award (CA).
- b. No work can be done by the Tenderer prior to receipt of the Deliverable Quality Plan.
- c. All GBSR systems must be delivered and accepted by the Authority in accordance with the Contractor's Master Schedule which will be required as a Contractor Deliverable within 60 working days of Contract award.
- d. The Contractor's proposed delivery schedule must comply with all requirements specified in the D&M SoW, ISS SoW and TSoR to the draft T&C's

Plans & Reports

F24. The Tenderer shall deliver the Draft Plans and Reports (P&R) listed in this Condition F24 with the Tender Return in accordance with the DEFFORM 47, D&M Statement of Work at Annex A to the draft Contract, ISS SoW at Annex B to the draft Contract, the Technical Evaluation Questions, and the Product Descriptions and the Data Item Descriptions (DIDs) List at Appendixes 1 and 2 to Annexes A and B to the Contract.

- i. Project Management Plan
- ii. Risk Register
- iii. Project Master Schedule
- iv. Project Controls Management Plan
- v. Contract Work Breakdown Structure
- vi. Safety & Environmental Management Plan
- vii. Delivery Schedule
- viii. Support Options Matrix (SOM)
- ix. Supply Support Plan
- x. Issue Management and Conflict Resolution Plan
- xi. Preliminary¹ Integrated Support Plan
- xii. Preliminary Supportability Analysis Plan
- xiii. Quality Plan
- xiv. Exit Management Plan

PRICE - SCHEDULE OF REQUIREMENTS

¹ Preliminary defined as the version containing suggested intentions still to be agreed with the Authority.

F25. The Tenderer shall submit Firm prices for all items detailed in the Schedule of Requirements and Annex D of the draft Contract- Pricing Schedule in accordance with Clause 10 (Price) of the Contract Terms and Conditions. All Firm prices shall be submitted in £GBP.

F26. The Tenderer shall submit, with their Tender, all the required documents, plans and reports listed in the Tender Evaluation Methodology at Appendix 2 to DEFFORM 47 and Technical & Social Value Questions at Appendix 4 to DEFFORM 47

F27. The Tenderer is required to complete the GBSR Milestone Payment Plan, detailed at Annex E to the draft Contract, with their Tender response for the Demonstration and Manufacture and In-Service Support phases. Payment for Contractor Deliverables will be made only upon acceptance in accordance with Condition 14 on T&C's

F28. All Milestones must be linked to clear deliverables, include a delivery date for each Milestone and link achievement of Milestones to appropriate delivery and acceptance criteria outlined in the draft Contract.

Pricing Options

F29. The Authority requires Option prices for Schedule of Requirement Items B and C to be Firm Price (Ex VAT). Option prices for Schedule of Requirement Items D, E, G and H are subject to the Variation of Price, Condition 10.3 of the Draft Contract Terms and Conditions. Options F and I will be calculated in accordance with the agreed labour rates, spares price list and any additional costs submitted as part of your Tender.

F30. The core Contract will include Line Items 1 and 3 of the Schedule of Requirements. SoR Line Item A provides an option to procure up to an additional 40 systems, which will be exercised at Contract Award. All pricing should be Firm Priced in GBP (Ex VAT).

Transition/Exit Management Plan

F31. The Tenderer will provide a draft Transition / Exit Management Plan (EMP) which identifies all necessary information, assets, management arrangements and responsibilities required for a controlled contract exit, where there is no service provision to a replacement provider, to the Authority with their Tender. The EMP will account for all potential requirements to manage exit from the Contract between the Authority and the Contractor including:

1. during the Contract period, e.g. Termination for Convenience and any other exit requirements applicable during the Contract period; and
2. at the natural end of the Contract.

F32. The EMP will be evaluated as part of your Tender and upon acceptance will be incorporated at Annex R to the Contract in the case of an Offer of Contract.

F33. If Sustainable Procurement applies to your requirement insert the appropriate Condition of Tendering from below. These provisions are not mandatory and are only to be used where appropriate to the requirement. They can be adapted to fit specific circumstances.

The following are for use in supply, service and works invitations to Tender:

Sustainable Development

The Authority is very committed to achieving sustainable development goals through educating the supply chain, developing performance measures and sharing best practice. This is not a condition to working with the Authority now or in the future, nor part of the Contract. It is however a commitment on our part to encourage and support sustainable development and we are committed to working with you to this end. The Authority very much hopes that you share this commitment and we will discuss sustainable development further with the successful Tenderer during the performance of any resultant Contract.

Joint Statement on Access to Skills, Trade Unions and Advice in Government Contracting

The Government is committed to improving the quality of services delivered under our Contracts and improving the skills of those working on these. This is an ideal shared by the Confederation of British Industry and Trade Union Conference and the Authority encourages all Tenderers to demonstrate their commitment to improving the skills of their workforce. This can be done by signing up to the Sustainable Workforce Pledge. This is not a condition of working with the Authority now or in the future, nor part of the Contract. It is however a commitment on your part to actively encourage and support your staff to gain skills and we are committed to working with you to this end. The Authority very much hopes you will want to show your commitment in this way and we will discuss skills improvement further with the successful Tenderer during the performance of any resultant Contract.

The Apprenticeships website provides further information about apprenticeships including a full list of available frameworks can be found.

Further information on the Sustainable Workforce Pledge is available via the ProSkills website.

Where the acquisition team may wish to agree a Sustainable Procurement Plan with the contractor you can include:

If requested by the Authority, the Tenderer shall provide an outline of their plan for the social, economic, and environmental requirements of the specification necessary for the performance of any resultant Contract.

Tender Submission Document (Offer) – Ref Number ITT - 701547527

To the **Secretary of State for Defence of the United Kingdom of Great Britain and Northern Ireland** (hereafter called “the Authority”)

The undersigned Tenderer, having read the ITT Documentation and ITT Material, offers to supply the Contractor Deliverables at the stated price(s), in accordance with any referenced drawings and/or specifications, subject to the Conditions of Tendering. It is agreed that only the Contract Terms & Conditions or any amendments issued by the Authority shall apply.

Applicable Law				
I agree that any Contract resulting from this competition shall be subject to English Law				Yes / No
Total Value of Tender (excluding VAT)				
£				
WORDS				
UK Value Added Tax				
If registered for Value Added Tax purposes, insert:				
a. Registration No				
b. Total amount of Value Added Tax payable on this Tender (at current rate(s)) £.....				
Location of work (town / city) where Contract will be performed by Prime:				
Where items which are subject of your Tender are not supplied or provided by you, state location in town / city to be performed column (continue on another page if required)				
Tier 1 Sub-Contractor Company Name	Town / city to be Performed	Contractor Deliverables	Estimated Value	SME Yes / No
Mandatory Declarations (further details are contained below:			Tenderer's Declaration	
Are the Contractor Deliverables subject to IPR that has been exclusively, or part funded by Private Venture, Foreign Investment or otherwise than by Authority funding?			Yes* / No	
Are the Contractor Deliverables subject to Foreign Export Control and Security Restrictions? If the answer is Yes, complete and attach DEFFORM 528.			Yes* / No	
Have you obtained the foreign export approval necessary to secure IP user rights in the Contractor Deliverables for the Authority, including technical data, as determined in the Contract Terms & Conditions?			Yes* / No	
Have you provided details of how you will comply with all regulations relating to the operation of the collection of custom import duties, including the proposed Customs procedure to be used and an estimate of duties to be incurred or suspended?			Yes / No	
Have you completed a Supplier Assurance Questionnaire on the Supplier Cyber Protection Service?			Yes* / No / N/A	
Have you completed Form 1686 for Sub-Contracts?			Yes* / No	
Have you completed the compliance matrix / matrices?			Yes / No / N/A	
Are you a Small Medium Sized Enterprise (SME)?			Yes / No	

Have you and your Sub-Contractors registered with the Prompt Payment Code with regards to SMEs?	Yes / No
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Have you completed and attached Tenderer's Commercially Sensitive Information Form?	Yes* / No
If you have not previously submitted a Statement Relating to Good Standing within the last 12 months, or circumstances have changed have you attached a revised version?	Yes* / No / N/A
Do the Contractor Deliverables, or any item provided in accordance with the Terms and Conditions of the Contract contain Asbestos, as defined by the control of Asbestos Regulations 2012?	Yes* / No
Have you completed and attached a DEFFORM 68 - Hazardous Articles, Deliverables materials or substances statement?	Yes* / No
Do the Contractor Deliverables or any item provided in accordance with the Terms and Conditions of the Contract (including Packaging) use Substances that deplete the Ozone Layer, as defined in Regulation (EC) 1005/2009, as it applies in Great Britain as retained EU law, and as it applies in Northern Ireland directly	Yes* / No
Where you have been informed that a Bank or Parent Company Guarantee is required, will you provide one during the standstill period, before Contract award, if you are identified as the winning Tenderer?	Yes / No / Not Required
Have you complied with the requirements of the Defence Safety Authority Regulatory Articles?	Yes / No / Not Required
Have you completed all Mandatory Requirements (as per paragraph F18) stated in this ITT?	Yes / No
*If selecting Yes to any of the above questions, attach the information detailed below.	
Tenderer's Declaration of Compliance with Competition Law	
<p>We certify that the offer made is intended to be genuinely competitive. No aspect of the price has been fixed or adjusted by any arrangement with any Third Party. Arrangement in this context includes any transaction, or agreement, private or open, or collusion, formal or informal, and whether or not legally binding. In particular:</p> <ul style="list-style-type: none"> a. the offered price has not been divulged to any Third Party; b. no arrangement has been made with any Third Party that they should refrain from Tendering; c. no arrangement with any Third Party has been made to the effect that we will refrain from bidding on a future occasion; d. no discussion with any Third Party has taken place concerning the details of either's proposed price; and e. no arrangement has been made with any Third Party otherwise to limit genuine competition. <p>We understand that any instances of illegal cartels or market sharing arrangements, or other anti-competitive practices, suspected by the Authority will be referred to the Competition and Markets Authority for investigation and may be subject to action under the Competition Act 1998 and the Enterprise Act 2002.</p> <p>We understand that any misrepresentations may also be the subject of criminal investigation or used as the basis for civil action.</p> <p>We agree that the Authority may share the Contractor's information/documentation (submitted to the Authority during this Procurement) more widely within Government for the purpose of ensuring effective cross-Government Tender processes, including value for money and related purposes. We certify that we have identified any sensitive material in the Tenderer's Commercially Sensitive Information Form (DEFFORM 539A).</p>	
Dated this..... day of Year	
Signature:	In the capacity of
(Must be scanned original)	(State official position e.g. Director, Manager, Secretary etc.)

Name: (in BLOCK CAPITALS) duly authorised to sign this Tender for and on behalf of: (Tenderer's Name)	Postal Address: Telephone No: Registered Company Number: Dunn And Bradstreet number:
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Information on Mandatory Declarations

IPR Restrictions

1. Where the Contractor Deliverables are subject to IPR that has been exclusively or part funded by private venture, foreign investment or otherwise than by Authority funding you must select 'Yes' in Appendix 1 (Are the Contractor Deliverables subject to IPR that has been exclusively or part funded by Private Venture, Foreign Investment or otherwise than by Authority funding).
2. If you have answered 'Yes' in Appendix 1 (Offer) as directed by paragraph 3 below, you must provide details in your Tender of any Contractor Deliverable which will be, or is likely to be, subject to any IPR restrictions or any other restriction on the Authority's ability to use or disclose the Contractor Deliverable, including export restrictions. In particular, you must identify:
 - a. any restriction on the provision of information to the Authority; any restriction on disclosure or the use of information by the Authority; any obligations to make payments in respect of IPR, and any Patent or Registered Design (or application for either) or other IPR (including unregistered Design Right) owned or controlled by you or a Third Party;
 - b. any allegation made against you, whether by claim or otherwise, of an infringement of Intellectual Property Rights (whether a Patent, Registered Design, unregistered Design Right, Copyright or otherwise) or of a breach of confidence, which relates to the performance of any resultant Contract or subsequent use by or for the Authority of any Contractor Deliverables;
 - c. the nature of any allegation referred to under sub-paragraph 2.b., including any obligation to make payments in respect of the Intellectual Property Right of any confidential information and/or;
 - d. any action you need to take, or the Authority is required to take to deal with the consequences of any allegation referred to under sub-paragraph 2.b.
3. You must, when requested, give the Authority details of every restriction and obligation referred to in paragraph 4. The Authority will not acknowledge any such restriction unless so notified under paragraph 4 or as otherwise agreed under any resultant Contract. You must also provide, on request, any information required for authorisation to be given under Section 2 of the Defence Contracts Act 1958.
4. If you have previously provided information under paragraphs 2 and 3 you can provide details of the previous notification, updated as necessary to confirm their validity.

Notification of Foreign Export Control Restrictions

5. If, in the performance of the Contract, you need to import into the UK or export out of the UK anything not supplied by or on behalf of the Authority and for which a UK import or export licence is required, you will be responsible for applying for the licence. The Authority will provide you with all reasonable assistance in obtaining any necessary UK import or export licence.
6. In respect of any Contractor Deliverables, likely to be required for the performance of any resultant Contract, you must provide the following information in your Tender:

Whether all or part of any Contractor Deliverables are or will be subject to:

- a. a non-UK export licence, authorisation or exemption; or
- b. any other related transfer control that restricts or will restrict end use, end user, retransfer or disclosure.

You must complete DEFFORM 528 (or other mutually agreed alternative format) in respect of any Contractor Deliverables identified at paragraph 6 and return it as part of your Tender. If you have previously provided this information you can provide details of the previous notification and confirm the validity.

7. You must use reasonable endeavours to obtain sufficient information from your potential supply chain to enable a full response to paragraph 6. If you are unable to obtain adequate information, you must state this in your Tender. If you become aware at any time during the competition that all or part of any proposed Contractor Deliverable is likely to become subject to a non-UK Government Control through a Government-to-Government sale only, you must inform the Authority immediately by updating your previously submitted DEFFORM 528 or completing a new DEFFORM 528.
8. This does not include any Intellectual Property specific restrictions mentioned in paragraph 2.
9. You must notify the named Commercial Officer immediately if you are unable for whatever reason to abide by any restriction of the type referred to in paragraph 6.
10. Should you propose the supply of Contractor Deliverables of US origin the export of which from the USA is subject to control under the US International Traffic in Arms Regulations (ITAR), you must include details on the DEFFORM 528. This will allow the Authority to make a decision whether the export can or cannot be made under the US-UK Defense Trade Co-operation Treaty. The Authority shall then convey its decision to the Tenderer. If the Authority decides that use of the Treaty for the export is permissible, it is your responsibility to make a final decision whether you want to use that route for the export concerned if you are awarded the Contract.

Import Duty

11. United Kingdom (UK) legislation permits the use of various procedures to suspend customs duties.
12. For the purpose of this competition, for any deliverables not yet imported into the UK, you are required to provide details of your plans to address customs compliance, including the Customs procedures to be applied (together with the procedure code) and the estimated Import Duty to be incurred and/or suspended.
13. You should note that it is your responsibility to ensure compliance with all regulations relating to the operation of the accounting for import duties. This includes but is not limited to obtaining the appropriate Her Majesty's Revenue & Customs (HMRC) authorisations.

Cyber Risk

14. Cyber risk has been considered and in accordance with the Cyber Security Model resulted in a Cyber Risk Profile of 'VERY LOW'. The Risk Assessment Reference is RAR-8CY83EU7. Tenderers are required to complete the Suppliers Assurance Questionnaire on the Supplier Cyber Protection Service and submit this as part of their Tender response, together with a Cyber Security Implementation Plan as appropriate.

Sub-Contracts Form 1686

15. **Form 1686** (also known as Appendix 5) is to be used in all circumstances where contractors wish to place a Sub-Contract at OFFICIAL-SENSITIVE with a contractor outside of the UK, or where the release of SECRET or above information is involved within the UK or overseas. The process will require submission of the single page document either directly to the MOD Project Team or, where specified, to the DE&S Security Advice Centre. **Form 1686 and further guidance can be found in the Cabinet Office's [Contractual Process](#).**

Small and Medium Enterprises

16. The Authority is committed to supporting the Government's Small and Medium-sized Enterprise (SME) policy, and we want to encourage wider SME participation throughout our supply chain. Our goal is that 25% of the Authority's spending should be spent with SMEs by 2022; this applies to the money which the Authority spends directly with SMEs and through the supply chain. The Authority uses the European Commission definition of SME.

17. A key aspect of the Government's SME Policy is ensuring that its suppliers throughout the supply chain are paid promptly. All suppliers to the Authority and their Sub-Contractors are encouraged to make their own commitment and register with the [Prompt Payment Code](#).

18. Suppliers are also encouraged to work with the Authority to support the Authority's SME initiative, however this is not a condition of working with the Authority now or in the future, nor will this issue form any part of the Tender evaluation. Information on the Authority's purchasing arrangements, our commercial policies and our SME Action Plan can be found at [Gov.UK](#) and the DSP.

19. The opportunity also exists for Tenderers to advertise any Sub-Contract valued at over £10,000 on the Defence Sourcing Portal and further details can be obtained directly from: <https://www.gov.uk/guidance/subcontract-advertising>. This process is managed by the Strategic Supplier Management team who can be contacted at: DefComrcISSM-Suppliers@mod.gov.uk.

Transparency, Freedom Information and Environmental Information Regulations

20. The Authority shall publish notification of the Contract and publish Contract documents where required following a request under the FOI Act except where publishing such information would hinder law enforcement; would otherwise be contrary to the public interest; would prejudice the legitimate commercial interest of any person or might prejudice fair competition between suppliers.

21. The Authority may publish the contents of any resultant Contract in line with government policy set out in the Prime Minister's letter of May 2010 ([Government Transparency and Accountability](#)) and in accordance with the provisions of either DEFCON 539. Before publishing the Contract, the Authority will redact any information which is exempt from disclosure under the Freedom of Information Act 2000 ("the FOIA") or the Environmental Information Regulations 2004 ("the EIR").

22. You must complete the attached Tenderer's Commercially Sensitive Information Form (DEFFORM 539A, SC1B Schedule 4 or SC2 Schedule 5) explaining which parts of your Tender you consider to be commercially sensitive. This includes providing a named individual who can be contacted with regard to FOIA and EIR.

23. You should note that while your views will be taken into consideration, the ultimate decision whether to publish or disclose information lies with the Authority. You are advised to provide as much detail as possible on the form. It is highly unlikely that a Tender will be exempt from disclosure in its entirety. Should the Authority decide to publish or disclose information against your wishes, you will be given prior notification.

Electronic Purchasing

24. Tenderers must note that use of the [Contracting, Purchasing and Finance \(CP&F\)](#) electronic procurement tool is a mandatory requirement for any resultant Contract awarded following this Tender. By submitting this Tender, you agree to electronic payment. You may consult the service provider on connectivity options. Failure to accept electronic payment will result in your Tender being non-compliant and excluded from the Tender process.

Change of Circumstances

25. In accordance with paragraph A31, if your circumstances have changed, please select 'Yes' to the appropriate question on DEFFORM 47 Appendix 1 and submit a Statement Relating to Good Standing with your Tender.

Asbestos, Hazardous Items and Depletion of the Ozone Layer

26. The Authority is required to report any items that use asbestos, that are hazardous or where there is an impact on the Ozone. Where any Contractor Deliverables fall into one of these categories select 'Yes' to the appropriate question on DEFFORM 47 Appendix 1 and provide further details in your Tender.

Defence Safety Authority (DSA) Requirements

27. There are no DSA Requirements.

Bank or Parent Company Guarantee

28. A Parent Company or Bank Guarantee may be required. In the event that your Tender is identified as the most favourable / compliant Tender, but MOD assesses that a Parent Company or Bank Guarantee is required, then one will be requested (in the form of DEFFORM 24 / 24A as appropriate). No contract will be awarded until a suitable Parent Company or Bank Guarantee, as appropriate, is in place.