Clarifications to Bidder’s Questions:

A framework for assessing confidence in metabarcoding assays and results

|  |  |  |
| --- | --- | --- |
| 1 | In the RFQ document you specify under “Prices” section, that the prices must be submitted inclusive of VAT; while in the “Commercial Response Basic” document, it’s specified that the prices should exclude VAT. Would you be able to clarify which of the two you have preference to be followed? | Thank you for bringing this to our attention. This is an error in the RFQ document - prices should be submitted exclusive of VAT as per the Commercial Response document. |
| 2 | We’d be interested in tendering for this work but wondered if there are any restrictions on the geographical jurisdictions that you accepted tenders from. | Suppliers outside the UK can apply for our contracts as long as quotes submitted are in GBP. |
| 3 | In the Evaluation Methodology section, you ask for “Separate submissions for each technical question should be provided and will be evaluated in isolation. Tenderers should provide answers that meet the criteria of each technical question.” Does this mean you want separate submissions/documents for Q1.1 and Q1.2, etc? | You can provide responses to the technical questions in a single document as long as it’s clear which question is being addressed and bearing in mind the maximum page length for each question. However, there should be a separate commercial response document (LIT63284\_Commercial\_Response\_Basic.docx on Contracts Finder) for each requirement you plan to quote for. |
| 4 | Which Health & Safety Policies/certificates you require? We are also ISO 9001 accredited. | The most relevant Health & Safety Policies/certificates to this tender are likely to be lone working and display screen equipment, but please include any you think might be important. |
| 5 | What is the budget available for this project? | The maximum budget allocated to this project is £33,000 exc. VAT as specified on Contracts Finder. |
| 6 | Charges and payments Clause 5.3. – Will NE consider amending clause 5.3 to specify that withholding or reducing payments in the event of unsatisfactory performance will apply only to the portion of the services that have been affected, rather than withholding the entire amount? | As stated in the Request for Quotation (see Conditions of Contract on page 4), we will not accept any changes to our terms and conditions, including the liability cap, proposed by a supplier. |
| 7 | Liability - Our standard terms and conditions include a provision for limiting our liability, will the NE be open to agreeing on a liability cap? | As stated in the Request for Quotation (see Conditions of Contract on page 4), we will not accept any changes to our terms and conditions, including the liability cap, proposed by a supplier. |
| 8 | Is there any flexibility around the level of liability for potential missed deliverables? | We would only be able to consider a minor change to level of liability after evaluation and supplier selection, but this would be subject to risk assessment and legal review which may cause considerable delays to contract award and there is no guarantee of suggested changes being accepted. We split this work into four requirements to allow some flexibility in what suppliers quote for due to timescale/capacity, and/or for us to only part award if costs come back higher than expected. We suggest that suppliers only quote for requirements that they feel they can realistically deliver. A score of 0 would be given for technical questions corresponding to a requirement that was not quoted for, which may contribute to a lower overall score if other suppliers quote for all requirements. However, it is possible that all applicants will only quote for some of the requirements due to the proposed delivery schedule and capacity. |