1. Q: BEIS mentions the work of the Energy Cyber Security Programme.  Will the output from that programme be available to the successful bidder?

A: No, the outputs from the Energy Cyber Security Programme will not be available to the successful bidder.

1. Q: The output from this assignment is required to be ‘UK centric’.  Will BEIS supply the successful bidder with any guidance on the criteria by which elements of the output might be judged to be ‘UK centric’ or not?

A: We envisage that what constitutes ‘UK centric’ will become apparent as work progresses, working closely with the ENA Cyber Security Group and other relevant parties.

1. Q: Will BEIS/ENA provide introductions to specific operators/vendors and ‘other parties deemed relevant’ (ITN page 11) for this research, or is the successful bidder expected to identify and approach interviewees itself?

A: The ENA Cyber Security Group will provide introductions to specific operators, vendors and other parties deemed relevant

1. Q: The ITT states “To develop a holistic overview the supplier will meet with relevant vendors”. Have these been identified by BEIS/ENA CSG?  If yes, have they been approached by BEIS/ENA CSG to participate in a vendor workshop? This is relevant due to tight timelines of the project.

A: The ENA Cyber Security Group will provide introductions to specific operators, vendors and other parties deemed relevant

1. Q: The ITT states “…this will include reviewing the language used in operator’s own internal procurement processes and standards”. Have ‘operators’ been identified and engaged by BEIS/ENA CSG regarding participation in the project and sharing details of their internal procurement processes and standards? Is it expected that this will be done through individual operator meetings or an ‘operator workshop’? This is relevant due to tight timelines of the project.

A: The ENA Cyber Security Group will provide introductions to specific operators, vendors and other parties deemed relevant.

1. Q:The ITN refers to ‘consultation with relevant ICS vendors’.  Will these vendors be identified by BEIS/ENA, or is the successful bidder expected to identify and approach vendors itself?

A:The ENA Cyber Security Group will provide introductions to specific operators, vendors and other parties deemed relevant.

1. Q:The ITN implies (page 10) that existing procurement language guidance (e.g. that of the Department of Homeland Security and IEC 62443) is too detailed for BEIS’s purposes, but the forthcoming NCSC principles, for example, are not themselves suitable for those purposes.  Will further information be made available to the successful bidder about criteria for identifying the optimum level of detail for the assignment deliverables?

A:We envisage that the criteria for identifying the optimum level of detail will become apparent as work progresses with working with the ENA Cyber Security Group.

1. Q: Delivery of this assignment will in part be dependent upon the availability of BEIS, ENA, vendor and operator personnel, and thus are not within the supplier’s area of control.  Will BEIS accept delays in the project delivery times if external factors such as personnel availability arise?

A: BEIS, ENA and operator personnel are committed to the development of procurement language guidelines and will be available to the successful bidder. However, if for any reason, this is not the case BEIS accepts that delays may occur.

1. Q: BEIS requires expenses estimates to be entered into the Annex A response.  In order for this section to be completed, can BEIS please provide guidance on a) the number of meetings/workshops/presentations expected, and b) their approximate location?

A: With reference to the Project milestones in section 6 (Ownership and Publication) the number of meetings/workshops/presentations is not specified and it will be for the supplier to determine, in meeting the required output. There are six DNOs located across England, Scotland and Wales and the ENA are based in London.

1. Q: Will it be acceptable to conduct project progress meetings by videoconference or telephone, rather than face-to-face?

A: A range of communication methods can be utilised for the purposes of conducting project progress meetings, including videoconference and telephone.

1. Q:The Contracts Finder website states that the value of the contract would be £48,000.  In the Invitation to Tender (section 14, page 15) the budget is stated to be £40,000 (excluding VAT).  We assume that the Contracts Finder figure includes VAT, hence the difference.  Is this correct?  If not could BEIS clarify the budget/contract value please?

A: The total value of the contract is £40,000, excluding VAT. The stated value on contracts finder is exclusive of VAT.

1. Q: The value of the contract is listed as £48K on the GOV.UK contracts finder web site - however, according to section 14 of the ITT; the budget is "£40K excluding VAT". Which is the correct figure?

A: The total value of the contract is £40,000, excluding VAT. The stated value on contracts finder is exclusive of VAT.

1. Q: For work of £40k, the liability cap is 100 times the fee. It has been suggested that BEIS modify it to two times the fee.

A: After consideration, and based on the value of the tender, BEIS has reduced the liability cap to £1m.

1. Q: Indirect liabilities are not excluded.

A: In -Direct liabilities will not be excluded.

1. Q: Liabilities are not capped in time. It has been suggested that liabilities are capped at a period of 6 years from the statute of limitations.

A: Liabilities are capped at a period of 6 years from the statute of limitations.

1. Q: What are the consequences of failing the security clearance?

A: We do not intend to undertake any vetting as part of this tender.

1. Q:Under Article 18 (3) (Insurance requirement) the proposed amount of £1,000,000 should only apply to the General Liability Insurance. The required amount for Professional Indemnity Insurance should be equal to the liability cap under the contract.

A: Article 18(3) (insurance requirement) cannot be changed. Articles 18(3) clearly states bidders are required to ensure suitable policies are in place to comply with this clause.

1. Q: What is the exact deadline for submitting proposals (time of day)? The ITT says that two hard copies must be sent “by Wednesday 17 January 2018” and an email copy must be sent “after the deadline” but the actual time of the deadline is not specified, which creates some ambiguity.

A: The exact deadline for the tender is Wednesday 17 January 2018 at 1700. The time appears on the first page and the header.

1. Q:Declarations 1 and 2 require an “authorised signature on behalf of the tenderer” but Declaration 3 only requires name and position, and Declarations 4 and 5 apparently don’t require a signature at all. Is this correct?

A:Yes.

1. Q: Declaration 4 is not included in the “Checklist of Documents to be Returned” on p.6 of the ITT - is this correct?

A:Yes declaration 4 will need to be returned.

1. Q:Section 2, Part 14 Budget on p.15 of the ITT says that "Cost will be a criterion against which bids which will be assessed.” However, p.16 of the ITT says that "BEIS will select the bidder that scores highest against the criteria and weighting listed below”. The table on p.16 does not include cost, so how is this factored into the evaluation criteria?

A: Since this has not been shown on the evaluation criteria, we are amending the ITT by removing the sentence “Cost will be a criterion against which bids will be assessed”

1. Q: Section 3, Part B, p. 20 of the ITT states that "Contractors must provide assurances of compliance with the DPA and set out in their proposals details of the practices and systems they have in place for handling data securely including transmission between the field and head office and then to BEIS”. This is followed by a list of specific issues to be addressed in the proposal. However, it is not clear how this assurance can be provided within the evaluation framework on p.16 of the ITT, which only considers Methodology (60%) and Skills and Experience (40%). Should there be a separate declaration of compliance with DPA requirements or does this need to be covered in the 10 page proposal? What is the weighting for this section of the proposal?

A: Contractors should include assurances of compliance with the DPA and details of the practices and systems they have in place for handling data securely within the methodology section of their tender. This will form a portion of the 60% weighting for methodology but an exact weighting within this section will not be provided.

1. Q: The header in the ITT document is for TRN 1400/12/2017 rather than TRN 1401/12/2017 - please could you confirm that TRN 1401/12/2017 is the correct reference.

A: The TRN is 1401/12/2017. The ITT has been amended to reflect this.

1. Q: Footnote 4 for Declaration 5 on p.28 of the ITT refers to a copy of the BEIS Code of Practice for Research in Annex C rather than Annex B. I assume this is a typo and there is no missing annex.

A:The footnote should refer to Annex B. This has been changed in the ITT. To note, Annex B: code of practice for Research will not apply, since this is not a Research and Development procurement.

1. Q:On p.30 of the ITT, the section entitled “Principles behind the code of practice” states that the code of practice is “set out over 8 responsibilities”. It is not clear if these responsibilities correspond to the “Specific requirements in the code of practice” listed on pp. 31-32, but there are only 7 requirements. Is one of the requirements / responsibilities missing? Please could you clarify?

A: Annex B: code of practice for Research will not apply, since this is not a Research and Development procurement.

1. Q: Does BEIS expect the Supplier to identify risks, challenges and assumptions related to the ability of the Supplier to complete the work enumerated in the Tender, or does this Criterion associate with the actual security risks, challenges and assumptions of cybersecurity-related contract procurement?

A:The identification of the risks, challenges and assumptions in the evaluation criteria relates to the methodology for delivery of the tender’s requirements.

1. Q:The example project process summary table in the ITT refers only to the submission of draft ‘principles’. Should this read “draft principles and procurement language statements”?

A:Yes. The ITT has been amended for clarity.

1. Q:The ITT states “A draft copy of the report/guidance to be provided to BEIS two weeks before the final deliverable deadline”. As BEIS sit on the Steering Group, would submission to the SG meet this requirement, or does BEIS desire the report to be submitted to the Department, separately from SG submission. This is relevant due to tight timelines of the project.

A:A submission to the steering group would meet this requirement.

1. Q:Would BEIS, ENA, or the supplier host the two workshops? Does BEIS or the ENA have draft dates for these workshops? This is relevant due to tight timelines of the project.

A:There are not currently any draft dates for workshops.

Other changes

A. Indicative timetable - Amendments have been made to the indicative timetable. Bids will be scored on Friday 19 January and clarifications will be sought from suppliers, where required. After which, shortlisted suppliers will be invited to make a presentation.

15. Evaluation of tenders - Tenders will be evaluated by the Steering Board. Shortlisted contractors will be invited to make a 45 minute proposal presentation followed by 15 minute Q&A with the Steering Group (in person) shortly after the shortlisting process.