



**Lambeth Integrated Community MSK Therapy
Services Tender (C232911)**

Guy's and St Thomas' NHS Foundation Trust

Net Zero and Social Value Response Document

Ref: ST24-P045

Supplier Name: [Insert Supplier Name]

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Notes to Suppliers

Suppliers should note that in evaluating responses, the Authority will only consider information provided in response to this tender. Suppliers, including incumbent suppliers must not assume that the Authority is familiar with the Bidders' involvement in existing services, contracts or procurements.

1.1 Instructions

- Only use this template and do not copy or paste into a new document.
- Upload your completed document as a Word document (2010 version or above).
- When answering a question please use the Arial font (size 11). This will ensure continuity between submissions and simplify the creation of any final contract.
- You can decide to embed or upload separately any supporting documents. If you embed documents the size of this document must not exceed 12mb. If you upload separate documents ensure they are cross referenced in your written answer.

1.2 Responses

Supplier's responses to a question will be scored as "standalone", unless otherwise cross referenced. Therefore, information provided in other questions will not be considered when evaluators are scoring unless cross referenced. If part of a response uses information provided in a previous question, either; clearly cross reference or provide the information again, within the context of the question being answered.

1.3 Word Limits

Unless stated otherwise there are no word limits on responses to individual questions. Suppliers should however be conscious that long "copy and paste" responses may make it difficult for evaluators to identify the substance of your answer which affect the score you receive.

Where a word limit is specified, evaluators will be told to discount those parts of the response to the that are after the word limit.

2 Social Value Evaluation

Social value will be explicitly evaluated in this procurement, where the requirements are related and proportionate to the subject-matter of this requirement. Where appropriate specific questions have been included in the response questions.

10% of marks are available for this section.

3 Question Types and Marking

At the bottom of each question the question type will be indicated there are three types of question:

For Information Only

These questions are for information only and are not scored.

Pass / Fail

These questions evaluate a mandatory requirement of the specification. Supplier's answers are marked as to whether the solution is fit for purpose or not, there is no qualitative evaluation.

Responses marked as a Fail will be deemed not fit for purpose and the supplier's proposal will be rejected.

Scored 0 to 4

Questions will be scored using a scale of 0 to 4, with each number corresponding to a minimum level of information required in the respective response and will be measured against predetermined and objective criteria. This will then be applied to the respective weighting of the section to produce a weighted score.

0 = Failure to understand and/or failure to substantial failure to provide and/or provides no confidence that the requirements will be delivered. **Responses scoring 0 for any question will be deemed as not meeting the Authorities minimum requirements. This will result in the supplier's proposal being rejected.**

1 = Some misunderstandings and a generally low level of information and detail provided. Fails to meet the requirements in many ways and/or materially in one or more ways, and provides insufficient confidence of ability to meet and deliver the requirements.

2 = Generally understands and addresses issues appropriately. Some areas of misunderstanding, provide a low level of detail, and/or provide more of a "model answer" than a true commitment, so only provides some confidence they will deliver requirements.

3 = Good understanding of the issues, good level of detail, and demonstrated that proposals are feasible so that there is a good level of confidence that they will deliver the requirements.

4 = High degree of confidence that the Potential Provider's proposal will meet the requirements, demonstrated through a very good understanding of the issues and what is being asked for. Proposals set out how and what will be delivered.

Weightings

Scored questions also have a weighting applied to them, this helps to differentiate the importance of each question. The overall mark a supplier will receive for each question is calculated as follows:

$$\text{Weighting} \div 4 \times \text{Mark Awarded}$$

3.1 Worked Examples (based on 60% weighting)

Question	Question weighting	Mark awarded (0-4)	Question overall score
Question 1	10%	3	7.5
Question 2	10%	4	10.0
Question 3	30%	2	15.0
Question 4	20%	1	5.0
Total	60%		37.5

4 Fighting Climate Change

4.1 Single Use Plastic

Detail how, through the delivery of the contract, you will reduce the amount of single use plastic used for both packaging and products that will be used?	
List any attachments relevant to this question:	List Attachments
Scoring methodology = 0-4 Word limit = 500 words (Guidance 500 words is approx. 1 page of A4) Question Weighting = 10	

4.2 Carbon Emissions - Sustainability in Design

The NHS is committed to work towards “net zero by 2040”. Provide details as to how your organisation can support the Trust in this objective. Please provide examples of design and the implementation of “sustainability in action” on Projects your organisation has built and delivered. Provide separate studies that support the submission	
List any attachments relevant to this question:	List Attachments
Scoring methodology = 0-4 Word limit = 500 words (Guidance 500 words is approx. 1 page of A4) Question Weighting = 10	

4.3 Carbon Emissions – Carbon Neutral / Negative Contract

Describe how you intend to deliver this contract in a carbon neutral or carbon negative manner. What specific measure will be put into place to achieve this?	
List any attachments relevant to this question:	List Attachments
Scoring methodology = 0-4 Word limit = 500 words (Guidance 500 words is approx. 1 page of A4) Question Weighting = 10	

4.4 Carbon Emissions

Detail how, through the delivery of the contract, you plan to reduce your carbon emissions (both in your supply chain and embedded carbon within products) through the provision of the product/service?

List any attachments relevant to this question:

List Attachments

Scoring methodology = 0-4

Word limit = 500 words (Guidance 500 words is approx. 1 page of A4)

Question Weighting = 10

4.5 Final / First Mile

.Detail how you intend to reduce carbon emissions in the Authorities Final / First Mile. By final / first mile we are referring to the London Boroughs the Authority serves.

- Guy's and St Thomas' = Lambeth and Southwark

List any attachments relevant to this question:

List Attachments

Scoring methodology = 0-4

Word limit = 500 words (Guidance 500 words is approx. 1 page of A4)

Question Weighting = 10

4.6 Digitisation

Detail how, through the delivery of the contract, the service being proposed can be digitised throughout the duration of the award, to reduce emissions and resources used where possible whilst still achieving the same outcome.

- What areas of the service can be digitised and the timescales for delivering this functionality?
- Confirm you can detail the amount of annual emissions saved through this change, once it is set up

List any attachments relevant to this question:

List Attachments

Scoring methodology = 0-4

Word limit = 500 words (Guidance 500 words is approx. 1 page of A4)

Question Weighting = 10

5 Tackling Economic Inequality

5.1 Real Living Wage

Evidence shows that insufficient income is associated with worse outcomes across virtually all domains of health, including long-term health and life expectancy. Adopting the Real Living Wage has been shown to improve psychological health and wellbeing among employees and increase life expectancy.

The Trust wishes to lead by example by paying a living wage to all directly employed staff and, contractor staff employed on the Authority's sites or directly on the Authority's contracts within the UK.

For more information see:

- Local action on health inequalities, Health inequalities and the living wage (Public Health England) Health equity briefing 6: September 2014
Living Wage Foundation <http://www.livingwage.org.uk/what-living-wage>

Confirm, that you will be paying as a minimum the Real Living Wage to all of your staff (and sub-contractors) working on the Authority's sites or who are directly involved in the operation of this contract.

Yes / No

This question is marked as pass or fail.

6 Equal opportunity

6.1 Diversity and Inclusion

Detail how, through the delivery of the contract, you plan to increase overall diversity and inclusion within the contracted workforce

List any attachments relevant to this question:

List Attachments

Scoring methodology = 0-4

Word limit = 500 words (Guidance 500 words is approx. 1 page of A4)

Question Weighting = 10

6.2 Pay Equity

Detail how, through the delivery of the contract, you will ensure equity in pay for different demographic groups for staff doing equivalent roles

List any attachments relevant to this question:

List Attachments

Scoring methodology = 0-4

Word limit = 500 words (Guidance 500 words is approx. 1 page of A4)

Question Weighting = 10

6.3 Modern Day Slavery

Detail how, through the delivery of the contract, you will proactively tackle modern slavery within your organisation and supply chain	
List any attachments relevant to this question:	List Attachments
Scoring methodology = 0-4 Word limit = 500 words (Guidance 500 words is approx. 1 page of A4) Question Weighting = 10	

7 Wellbeing

7.1 Mental and Physical Wellbeing

Detail how, for the contracted workforce, awareness for both mental and physical wellbeing will be continuously raised	
List any attachments relevant to this question:	List Attachments
Scoring methodology = 0-4 Word limit = 500 words (Guidance 500 words is approx. 1 page of A4) Question Weighting = 10	

8 Net Zero Supplier Roadmap

8.1 SME Status

Guidance: *Mandatory for all procurements from April 2024.*

From April 2024: the NHS requires a carbon reduction plan to cover all procurements. Suppliers will be required to publish a carbon reduction plan for their UK Scope 1 and 2 as a minimum.

Are you an SME?	Yes / No	
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8.2 Commitment to Achieving Net Zero

Guidance: *All Procurements from April 2024*

Complete the Statement Below:
[Supplier Name] is committed to achieving Net Zero Emissions by 20xx

8.3 Carbon Reduction Plans

Guidance: All Procurements from April 2024

Have you published a Carbon Reduction Plan for your UK Scope 1 and 2 emissions? Provide a link to where the report can be viewed
For in scope Suppliers, mandatory fail, if the Carbon Reduction Plan is not published.

8.4 Declaration and Sign Off

This Carbon Reduction Plan has been completed in accordance with PPN 06/21 and associated guidance and reporting standard for Carbon Reduction Plans.

Emissions have been reported and recorded in accordance with the published reporting standard for Carbon Reduction Plans and the GHG Reporting Protocol corporate standard and uses the appropriate Government emission conversion factors for greenhouse gas company reporting.

Scope 1 and Scope 2 emissions have been reported in accordance with SECR requirements, and the required subset of Scope 3 emissions have been reported in accordance with the published reporting standard for Carbon Reduction Plans and the Corporate Value Chain (Scope 3) Standard.

This Carbon Reduction Plan has been reviewed and signed off by the board of directors (or equivalent management body).

Signature: _____

Name: _____

Position: _____

Date: _____