

▼ 1. Technical Envelope

▼ 1.1 DRAFT SECURITY PLAN - Question Section			Questions Answered
			1 (out of 1)
	Question	Description	Response
1.1.1 	Draft Security Plan	*Please provide a Draft Security Plan at Annex E detailing how you will comply with the 'DWP Security Policy for Contractors' guidance and Schedule 6 of DWP Standard Terms and Conditions #or appropriate Framework Schedule#.	REDACTED
▼ 1.2 OFFSHORING (INCLUDING LAND RESOURCES) - Question Section			Questions Answered
			1 (out of 2)
	Question	Description	Response
1.2.1	Offshoring	*Please confirm whether you and/or your sub-contractors are proposing to use Offshoring or Landed Resources in the delivery of this Contract.	No
1.2.2 	Offshore Proposal Questionnaire	If 'Yes' please complete the Annex F DWP Offshore Proposal Questionnaire and upload here	(no file attached)
▼ 1.3 TUPE Transfer of Undertakings (Protection of Employment) Regulations 2006 - Question Section			Questions Answered
			1 (out of 1)
	Note	Note Details	
1.3.1	TUPE - Authority's view	It is the Authority's view that TUPE is unlikely to apply in the letting of this contract. (NOTE: It is	

		the responsibility of the potential supplier to legally establish whether or not TUPE applies in the specific circumstances of your tender).	
	Question	Description	Response
1.3.2 	TUPE - Supplier YES/NO response required.	*Do you agree with the Authority's view that TUPE does not apply in the specific circumstances of your tender? (NOTE: If you answer NO and therefore are offering an alternative view to that of the Authority you must complete Annex G and return it via the Bravo messaging system at least 1 week prior to the tender return date).	Yes
▼ 1.4 Delivery Proposal - Question Section			Questions Answered
			1 (out of 1)
	Question	Description	Response
1.4.1 	Delivery Proposal	*Please complete the attached Delivery Proposal document in order to provide a detailed/structured account and breakdown of your proposals for delivery of the Fast Lane and Route Finder provision, as detailed in the Specification. Insert your responses to each of the questions in the pre-set shaded spaces on the attached document, observing the stated space limits for each.	REDACTED
▼ 1.5 Sub-Contractor & Partner Organisations - Question			Questions Answered

Section			1 (out of 2)
	Question	Description	Response
1.5.1	Sub-Contractor & Partner Organisations	*Are you using Sub-Contractor / Partner Organisations to deliver specific elements of the service?	No
1.5.2	Sub-Contractor & Partner Organisations Questionnaire	If 'Yes', please complete Annex I with details of all organisations proposed to deliver specific elements of the service.	(no file attached)
▼ 1.6 FREEDOM OF INFORMATION ACT - Question Section			Questions Answered
			2 (out of 2)
	Question	Description	Response
1.6.1	Commercially Sensitive Information	*Do you consider any of the information included in your tender to be commercially sensitive?	Yes
1.6.2	Commercially Sensitive Information Questionnaire	If 'Yes', please complete and attach Annex Q explaining what harm may result from the disclosure following a request to disclose under the Freedom of Information Act.	REDACTED
▼ 1.7 DECLARATION BY POTENTIAL SUPPLIERS - Question Section			Questions Answered
			1 (out of 1)
	Question	Description	Response
1.7.1	Declaration by Potential Supplier	*Please complete and attach the declaration provided to confirm that all of the information requested by the Authority has been provided and uploaded as part of your tender proposal. This	

		document is your offer to enter into a contract with the Authority and should act as a final checklist that all information requested has been supplied. Failure to provide all of the requested information will result in your proposal being classed as non-compliant and will result in your disqualification from the procurement exercise. When completing the template, please ensure that one of the 2 statements relating to TUPE is deleted.	
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Declaration by Potential Supplier

Contract Title: Fast Lane & Route Finder Provision – CPA 3

Contract Reference Number: **UI_DWP_101698**

I have examined the proposed Contract documents issued under the Invitation to Tender (Title and reference above) dated February 2015 and accessed via the DWP e-Procurement Solution Portal. I have taken account of subsequent amendments numbered **[insert number if applicable]** to **[insert number if applicable]** inclusive when preparing this proposal.

In compliance with your requirements I include acknowledgement and confirm I have provided responses to the following questions detailed in the Qualification, Technical and Commercial envelopes of this Invitation to Tender:

Response Area (Order they appear in ITT)	Corresponding Annex or type of response needed	Response made and/or Annex uploaded	
QUALIFICATION ENVELOPE			
		Y	N
Consortia and Sub-Contracting	Annex A	Y	

Grounds for Mandatory Rejection	YES/NO responses only	Y	
Grounds for Discretionary Rejection	YES/NO responses and Annex B if appropriate	Y	
Declaration of Bona Fide Tendering	YES/NO responses and Annex C if appropriate	Y	
Economic and Financial Standing	Financial information to be supplied using Annex D or as appropriate.	Y	
TECHNICAL ENVELOPE			
Draft Security Plan	Annex E	Y	
DWP Offshore Proposal Questionnaire	Annex F	Y	
TUPE – Contrary View to that of the Authority	Annex G	Y	
Qualitative Proposal (Specific Service Delivery Responses)	As requested	Y	
Proposed Sub-Contractors	Annex I	Y	
Freedom of Information	Annex Q	Y	
COMMERCIAL ENVELOPE			
Pricing Proposal & Additional Attachments	Annex S	Y	

I hereby offer to enter into a contract with the Secretary of State for Work and Pensions as stipulated in the conditions set out in the Invitation to Tender, Instructions to Potential Suppliers, Specification and the Terms and Conditions.

*This tender is based on there being no transfer of an undertaking to which TUPE would apply.

*Please delete as appropriate

I warrant that I have all the requisite corporate authority to sign this tender.

I understand that the Authority is not bound to accept the lowest or any Tender. I also understand the Authority has the right to accept only part of a Tender unless I have expressly stipulated otherwise.

This Tender shall remain open for acceptance by the Authority for the period of 180 days after the due date for return of tenders.

I acknowledge that should this Tender be successful that I will be required to submit this form fully signed in hard copy and submitted to the relevant contact point prior to contract signing.

Scanned
Signature

REDACTED

Date

05.11.15

Name

REDACTED

In the capacity of

Company Director

Duly authorised to sign Tenders on behalf of

Name of Company Standguide Ltd