
Lot 42030: Response form

Notes for completion

0 questions to answer

- Note
1. The "authority" means the contracting authority, or anyone acting on behalf of the contracting authority, that is seeking to invite suitable candidates to participate in this procurement process.
 2. "You" / "Your" refers to the potential supplier completing this standard Selection Questionnaire i.e. the legal entity responsible for the information provided. The term "potential supplier" is intended to cover any economic operator as defined by the Public Contracts Regulations 2015 (referred to as the "regulations") and could be a registered company; the lead contact for a group of economic operators; charitable organisation; Voluntary Community and Social Enterprise (VCSE); Special Purpose Vehicle; or other form of entity.
 3. Please ensure that all questions are completed in full, and in the format requested. If the question does not apply to you, please state 'N/A'. Should you need to provide additional information in response to the questions, please submit a clearly identified annex.
 4. The authority recognises that arrangements set out in section 1.2 of the standard Selection Questionnaire, in relation to a group of economic operators (for example, a consortium) and/or use of sub-contractors, may be subject to change and will, therefore, not be finalised until a later date. The lead contact should notify the authority immediately of any change in the proposed arrangements and ensure a completed Part 1 and Part 2 is submitted for any new organisation relied on to meet the selection criteria. The authority will make a revised assessment of the submission based on the updated information.
 5. For Part 1 and Part 2 every organisation that is being relied on to meet the selection must complete and submit the self-declaration.
 6. For answers to Part 3 - If you are bidding on behalf of a group, for example, a consortium, or you intend to use sub-contractors, you should complete all of the questions on behalf of the consortium and/ or any sub-contractors, providing one composite response and declaration. The authority confirms that it will keep confidential and will not disclose to any third parties any information obtained from a named customer contact, other than to the Cabinet Office and/or contracting authorities defined by the regulations, or pursuant to an order of the court or demand made by any competent authority or body where the authority is under a legal or regulatory obligation to make such a disclosure.

Part 1

0 questions to answer

- Note
- Part 1 Potential Supplier Information
- Please answer the following questions in full. Note that every organisation that is being relied on to meet the selection must complete and submit the Part 1 and Part 2 self-declaration.
- Please note: A criminal record check for relevant convictions may be undertaken for the preferred suppliers and the persons of significance in control of them.

Potential Supplier Information

34 questions to answer

1.1 Potential Supplier Information

- 1.1 a) Full name of the Supplier completing this questionnaire

- 1.1 b) - Registered office address (Please enter N/A if not applicable)
- (i)

- 1.1 b) - Registered company website address (Please enter N/A if not applicable)
- (ii)

- 1.1 c) - Please tick the relevant box to indicate your trading status
- (i)

- a) public limited company
- b) limited company
- c) limited liability partnership
- d) other partnership
- e) sole trader
- f) other

- 1.1 c) - If other was select, the please specify your trading status (Please enter N/A if not applicable)
- (ii)

- 1.1 d) Date of registration in country of origin

1.1
e) Registered company number (Please enter N/A if not applicable)

1.1
f) Registered charity number (Please enter N/A if not applicable)

1.1
g) Head office DUNS number (Please enter N/A if not applicable)

1.1
h) Registered VAT number (Please enter N/A if not applicable)

1.1
i) - (i) If applicable, is your organisation registered with the appropriate professional or trade register(s) in the member state where it is established?

- Yes
 No
 N/A

1.1
i) - (ii) If you responded yes to 1.1(i) - (i), please provide the relevant details, including the registration number(s). (Please enter N/A if not applicable)

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1.1
j) - (i) Is it a legal requirement in the state where you are established for you to possess a particular authorisation, or be a member of a particular organisation in order to provide the services specified in this procurement?

- Yes
 No

1.1
j) - (ii) If you responded yes to 1.1(j) - (i), please provide additional details of what is required and confirmation that you have complied with this. (Please enter N/A if not applicable)

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1.1
k) Trading name(s) that will be used if successful in this procurement

1.1
l) Relevant classifications (state whether you fall within one of these, and if so which one, or N/A if Not applicable)

- a) Voluntary Community Social Enterprise (VCSE)
 b) Sheltered Workshop
 c) Public service mutual
 N/A

1.1
m) Are you a Small, Medium or Micro Enterprise (SME)?

- Yes
 No

1.1
n) Details of Persons of Significant Control (PSC), where appropriate:

1.1
n) -
i) Name of PSC (Please enter N/A if not applicable)

1.1
n) -
ii) Date of birth of PSC (Please enter N/A if not applicable)

1.1
n) -
iii) Nationality of PSC (Please enter N/A if not applicable)

1.1
n) -
iv) Country, state or part of the UK where the PSC usually lives (Please enter N/A if not applicable)

1.1
n) -
v) Service address of PSC (Please enter N/A if not applicable)

1.1
n) -
vi) The date he or she became a PSC in relation to the company (for existing companies the 6 April 2016 should be used) (Please enter N/A if not applicable)

1.1
n) -
vii) Which conditions for being a PSC are met? (Please enter N/A if not applicable)

- Over 25% up to (and including) 50%
 More than 50% and less than 75%
 75% or more
 N/A

1.1
o) Details of immediate parent company

1.1
o) -
i) Full name of immediate parent company (Please enter N/A if not applicable)

1.1
o) -
ii) Registered office address (Please enter N/A if not applicable)

1.1
o) - Registration number (Please enter N/A if not applicable)
(iii)

1.1
o) - Head office DUNS number (Please enter N/A if not applicable)
(iv)

1.1
o) - Head office VAT number (Please enter N/A if not applicable)
(v)

1.1
p) Details of ultimate parent company

1.1
p) - Full name of ultimate parent company (Please enter N/A if not applicable)
(i)

1.1
p) - Registered office address (Please enter N/A if not applicable)
(ii)

1.1
p) - Registration number (Please enter N/A if not applicable)
(iii)

1.1
p) - Head office DUNS number (Please enter N/A if not applicable)
(iv)

1.1
p) - Head office VAT number (Please enter N/A if not applicable)
(v)

Note Please note: A criminal record check for relevant convictions may be undertaken for the preferred suppliers and the persons of significant in control of them.

Bidding Model

5 questions to answer

1.2 Bidding Model
Please provide the following information about your approach to this procurement:

1.2 Are you bidding as the lead contact for a group of economic operators? If yes, please provide details listed in questions 1.2(a) (ii), (a) (iii) and to 1.2(b) (i), (b) (ii), 1.3, Section 2 and 3.
a) -
(i) If no, and you are a supporting bidder please provide the name of your group at 1.2(a) (ii) for reference purposes, and complete 1.3, Section 2 and 3.
Please select N/A if not applicable

- Yes
 No
 N/A

1.2
 a) - Name of group of economic operators (Please enter N/A if not applicable)
 (ii) If you are a supporting bidder please provide the name of your group.

1.2
 a) - Proposed legal structure if the group of economic operators intends to form a named single legal entity prior to signing a contract, if awarded. If you do not
 (iii) propose to form a single legal entity, please explain the legal structure. (Please enter N/A if not applicable)

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1.2
 b) - Are you or, if applicable, the group of economic operators proposing to use sub-contractors?
 (i)

- Yes
- No

1.2 If you responded yes to 1.2(b)-(i) please provide following additional details for each sub-contractor: we may ask them to provide this information as well:

- b) -
- (ii) - Name
 - Registered address
 - Trading status
 - Company registration number
 - Head Office DUNS number (if applicable)
 - Registered VAT number
 - Type of organisation
 - SME (Yes/No)
 - The role each sub-contractor will take in providing the works and /or supplies e.g. key deliverables
 - The approximate % of contractual obligations assigned to each sub-contractor
- (Please enter N/A if not applicable)

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Contact details and declaration

8 questions to answer

1.3 Contact details and declaration
 I declare that to the best of my knowledge the answers submitted and information contained in this document are correct and accurate.
 I declare that, upon request and without delay I will provide the certificates or documentary evidence referred to in this document.
 I understand that the information will be used in the selection process to assess my organisation's suitability to be invited to participate further in this procurement.
 I understand that the authority may reject this submission in its entirety if there is a failure to answer all the relevant questions fully, or if false/misleading information or content is provided in any section.
 I am aware of the consequences of serious misrepresentation.

1.3
 a) Contact name

1.3
 b) Name of organisation

1.3
c) Role in Organisation

1.3
d) Phone number

1.3
e) E-mail address

1.3
f) Postal address

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1.3
g) Signature (electronic is acceptable)

1.3
h) Date

Part 2

0 questions to answer

Note Part 2: Exclusion Grounds

- Grounds for mandatory exclusion
- Grounds for discretionary exclusion

Please answer the following questions in full. Note that every organisation that is being relied on to meet the selection must complete and submit the Part 1 and Part 2 self-declaration.

Grounds for mandatory exclusion

10 questions to answer

2 Grounds for mandatory exclusion

2.1 Regulations 57(1) and (2)

a) The detailed grounds for mandatory exclusion of an organisation are set out on this webpage, which should be referred to before completing these questions: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf Please indicate if, within the past five years you, your organisation or any other person who has powers of representation, decision or control in the organisation been convicted anywhere in the world of any of the offences within the summary below and listed on the webpage above.

2.1

a) -
(i) Participation in a criminal organisation.

▼

- Yes
- No

2.1

a) -
(ii) Corruption.

▼

- Yes
 No

2.1

a) -
(iii) Fraud.

▼

- Yes
 No

2.1

a) -
(iv) Terrorist offences or offences linked to terrorist activities

▼

- Yes
 No

2.1

a) -
(v) Money laundering or terrorist financing

▼

- Yes
 No

2.1

a) -
(vi) Child labour and other forms of trafficking in human beings

▼

- Yes
 No

2.1

If you have answered yes to question 2.1(a), please provide further details.

b) Date of conviction, specify which of the grounds listed the conviction was for, and the reasons for conviction,
Identity of who has been convictedIf the relevant documentation is available electronically please provide the web address, issuing authority, precise reference of the documents.
(Please enter N/A if not applicable)

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2.2

If you have answered Yes to any of the points above have measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion ? (Self Cleaning)

- Yes
 No
 N/A

2.3

Regulation 57(3)

a) Has it been established, for your organisation by a judicial or administrative decision having final and binding effect in accordance with the legal provisions of any part of the United Kingdom or the legal provisions of the country in which the organisation is established (if outside the UK), that the organisation is in breach of obligations related to the payment of tax or social security contributions?

▼

- Yes
 No

2.3

b) If you have answered yes to question 2.3(a), please provide further details. Please also confirm you have paid, or have entered into a binding arrangement with a view to paying, the outstanding sum including where applicable any accrued interest and/or fines. (Please enter N/A if not applicable)

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Note Please Note: The authority reserves the right to use its discretion to exclude a potential supplier where it can demonstrate by any appropriate means that the potential supplier is in breach of its obligations relating to the non-payment of taxes or social security contributions.

Grounds for discretionary exclusion

14 questions to answer

3 Regulation 57 (8)

The detailed grounds for discretionary exclusion of an organisation are set out on this webpage, which should be referred to before completing these questions: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/551130/List_of_Mandatory_and_Discretionary_Exclusions.pdf
Please indicate if, within the past three years, anywhere in the world any of the following situations have applied to you, your organisation or any other person who has powers of representation, decision or control in the organisation.

3.1

a) Breach of environmental obligations? If yes please provide details at 3.2



- Yes
 No

3.1

b) Breach of social obligations? If yes please provide details at 3.2



- Yes
 No

3.1

c) Breach of labour law obligations? If yes please provide details at 3.2



- Yes
 No

3.1

d) Bankrupt or is the subject of insolvency or winding-up proceedings, where the organisation's assets are being administered by a liquidator or by the court, where it is in an arrangement with creditors, where its business activities are suspended or it is in any analogous situation arising from a similar procedure under the laws and regulations of any State? If yes please provide details at 3.2



- Yes
 No

3.1

e) Guilty of grave professional misconduct? If yes please provide details at 3.2



- Yes
 No

3.1

f) Entered into agreements with other economic operators aimed at distorting competition? If yes please provide details at 3.2



- Yes
 No

3.1

g) Aware of any conflict of interest within the meaning of regulation 24 due to the participation in the procurement procedure? If yes please provide details at 3.2



- Yes
 No

3.1 h) Been involved in the preparation of the procurement procedure? If yes please provide details at 3.2

- ▼
- Yes
 - No

3.1 i) Shown significant or persistent deficiencies in the performance of a substantive requirement under a prior public contract, a prior contract with a contracting entity, or a prior concession contract, which led to early termination of that prior contract, damages or other comparable sanctions? If yes please provide details at 3.2

- ▼
- Yes
 - No

3.1 j) - (i) The organisation is guilty of serious misrepresentation in supplying the information required for the verification of the absence of grounds for exclusion or the fulfilment of the selection criteria. If yes please provide details at 3.2

- ▼
- Yes
 - No

3.1 j) - (ii) The organisation has withheld such information. If yes please provide details at 3.2

- ▼
- Yes
 - No

3.1 j) - (iii) The organisation is not able to submit supporting documents required under regulation 59 of the Public Contracts Regulations 2015. If yes please provide details at 3.2

- ▼
- Yes
 - No

3.1 j) - (iv) The organisation has influenced the decision-making process of the contracting authority to obtain confidential information that may confer upon the organisation undue advantages in the procurement procedure, or to negligently provided misleading information that may have a material influence on decisions concerning exclusion, selection or award. If yes please provide details at 3.2

- ▼
- Yes
 - No

3.2 If you have answered Yes to any of the above, explain what measures been taken to demonstrate the reliability of the organisation despite the existence of a relevant ground for exclusion? (Self Cleaning)
(Please enter N/A if not applicable)

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Part 3

0 questions to answer

Note Part 3: Selection Questions

Economic and Financial Standing

10 questions to answer

4 Economic and Financial Standing

4.1 Are you able to provide a copy of your audited accounts for the last two years, if requested?
If no, can you provide one of the following: answer with Y/N in the relevant box.

- Yes
 No

4.1 A statement of the turnover, Profit and Loss Account/Income Statement, Balance Sheet/Statement of Financial Position and Statement of Cash Flow for the most recent year of trading for this organisation.
a) (Please select N/A if not applicable)

- Yes
 No
 N/A

4.1 A statement of the cash flow forecast for the current year and a bank letter outlining the current cash and credit position.
b) (Please select N/A if not applicable)

- Yes
 No
 N/A

4.1 Alternative means of demonstrating financial status if any of the above are not available (e.g. forecast of turnover for the current year and a statement of funding provided by the owners and/or the bank, charity accruals accounts or an alternative means of demonstrating financial status).
c) (Please select N/A if not applicable)

- Yes
 No
 N/A

4.2 Where we have specified a minimum level of economic and financial standing and/ or a minimum financial threshold within the evaluation criteria for this procurement, please self-certify by answering 'Yes' or 'No' that you meet the requirements set out.

- Yes
 No

5 If you have indicated in the Selection Questionnaire question 1.2 that you are part of a wider group, please provide further details below (Please enter N/A if not applicable):

5 a) Name of organisation

5 b) Relationship to the Supplier completing these questions

5.1 Are you able to provide parent company accounts if requested to at a later stage?

- Yes
 No
 N/A

5.2 If yes, would the parent company be willing to provide a guarantee if necessary?

- Yes
 No
 N/A

5.3 If no, would you be able to obtain a guarantee elsewhere (e.g. from a bank)?

- Yes
 No
 N/A

Technical and Professional Ability

26 questions to answer

6 Technical and Professional Ability

6.1 Relevant experience and contract examples

Please provide details of up to three contracts, in any combination from either the public or private sector; voluntary, charity or social enterprise (VCSE) that are relevant to our requirement. VCSEs may include samples of grant-funded work. Contracts for supplies or services should have been performed during the past three years. Works contracts may be from the past five years.

The named contact provided should be able to provide written evidence to confirm the accuracy of the information provided below.

Consortia bids should provide relevant examples of where the consortium has delivered similar requirements. If this is not possible (e.g. the consortium is newly formed or a Special Purpose Vehicle is to be created for this contract) then three separate examples should be provided between the principal member(s) of the proposed consortium or Special Purpose Vehicle (three examples are not required from each member).

Where the Supplier is a Special Purpose Vehicle, or a managing agent not intending to be the main provider of the supplies or services, the information requested should be provided in respect of the main intended provider(s) or sub-contractor(s) who will deliver the contract.

If you cannot provide examples see question 6.3

6.1 Contact 1
(Please enter N/A if not applicable)**6.1 Name of customer organisation****6.1 Point of contact in the organisation****6.1 Position in the organisation****6.1 E-mail address****6.1 Description of contract****6.1 Contract Start date****6.1 Contract completion date****6.1 Estimated contract value****6.1 Contact 2**
(Please enter N/A if not applicable)**6.1 Name of customer organisation****6.1 Point of contact in the organisation****6.1 Position in the organisation****6.1 E-mail address**

6.1 Description of contract

6.1 Contract Start date

6.1 Contract completion date

6.1 Estimated contract value

6.1 Contact 3
(Please enter N/A if not applicable)

6.1 Name of customer organisation

6.1 Point of contact in the organisation

6.1 Position in the organisation

6.1 E-mail address

6.1 Description of contract

6.1 Contract Start date

6.1 Contract completion date

6.1 Estimated contract value

6.2 Where you intend to sub-contract a proportion of the contract, please demonstrate how you have previously maintained healthy supply chains with your sub-contractor(s)
Evidence should include, but is not limited to, details of your supply chain management tracking systems to ensure performance of the contract and including prompt payment or membership of the UK Prompt Payment Code (or equivalent schemes in other countries)
(Please enter N/A if not applicable)

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- 6.3 If you cannot provide at least one example for questions 6.1, in no more than 500 words please provide an explanation for this e.g. your organisation is a new start-up or you have provided services in the past but not under a contract.
(Please enter N/A if not applicable)

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Modern Slavery Act 2015

3 questions to answer

- 7 Modern Slavery Act 2015: Requirements under Modern Slavery Act 2015

- 7.1 Are you a relevant commercial organisation as defined by section 54 ("Transparency in supply chains etc.") of the Modern Slavery Act 2015 ("the Act")?

- Yes
 N/A

- 7.2 If you have answered yes to question 7.1 are you compliant with the annual reporting requirements contained within Section 54 of the Act 2015?

- Yes
 No
 N/A

- 7.2 If you answered yes to question 7.2 then please provide the relevant url.

- a) If you answered no then please provide an explanation.

(Please enter N/A if not applicable)

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Additional Questions

0 questions to answer

- 8 Suppliers who self-certify that they meet the requirements to these additional questions will be required to provide evidence of this if they are successful at contract award stage.

Insurance

1 questions to answer

- 8.1 Insurance

- 8.1 Please self-certify whether you already have, or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated below:

- a) Employer's (Compulsory) Liability Insurance = £10m

Public Liability Insurance = £10m

Professional Indemnity Insurance = D138

Product Liability Insurance = £x

*It is a legal requirement that all companies hold Employer's (Compulsory) Liability Insurance of £5 million as a minimum. Please note this requirement is not applicable to Sole Traders.

- Yes ✓
 No
 N/A

Skills and Apprentices

3 questions to answer

- 8.2 Skills and Apprentices

- 8.2 Public procurement of contracts with a full life value of £10 million and above and duration of 12 months and above should be used to support skills

- a) development and delivery of the apprenticeship commitment. This policy is set out in detail in Procurement Policy Note 14/15.

Please confirm if you will be supporting apprenticeships and skills development through this contract

- Yes
 No

- 8.2 b) If yes, can you provide at a later stage documentary evidence to support your commitment to developing and investing in skills, development and apprenticeships to build a more skilled and productive workforce and reducing the risks of supply constraints and increasing labour cost inflation?
- Yes
 No
 N/A

- 8.2 c) Do you have a process in place to ensure that your supply chain supports skills, development and apprenticeships in line with PPN 14/15 (see guidance) and can provide evidence if requested?
- Yes
 No

Steel

3 questions to answer

8.3 Steel

- 8.3 a) Please describe the supply chain management systems, policies, standards and procedures you currently have in place to ensure robust supply chain management (Please enter N/A if not applicable)

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- 8.3 b) Please provide details of previous similar projects where you have demonstrated a high level of competency and effectiveness in managing of all supply chain members involved in steel supply or production so that there was a sustainable and safe supply of steel. (Please enter N/A if not applicable)

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- 8.3 c) Please provide all the relevant details of previous breaches of health and safety legislation in the last 5 years, applicable to the country in which you operate, on comparable projects, for both (Please enter N/A if not applicable):
- (i) Your company
(ii) All your supply chain members involved in the production or supply of steel.

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