

OJEU RESTRICTED PROCEDURE

SELECTION QUESTIONNAIRE FOR THE PROVISION OF CYBER SECURITY REGULATORY SUPPORT SERVICES TO ONR

Notes for completing Sections 1, 2 and 3 are provided at Annex A

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.

Section 1	Potential Supplier Information	
Question No.	Question	Response
1.1 (a)	Full name of the potential supplier submitting the information	Decision Analysis Services Ltd
1.1 (b) – (i)	Registered office address (if applicable)	Two Chimneys, Pinks Hill, Wood Street, Guildford, Surrey, GU3 3BW, UK
1.1 (b) – (ii)	Registered website address (if applicable)	www.das-ltd.co.uk
1.1 (c)	Trading status a) public limited company b) limited company c) limited liability partnership d) other partnership e) sole trader f) third sector g) other (please specify your trading status)	Limited Company
1.1 (d)	Date of registration in country of origin	12 th Feb 2007
1.1 (e)	Company registration number (if applicable	05980241
1.1 (f)	Charity registration number (if applicable)	N/A

Section 1	Potential Supplier Information	
Question No.	Question	Response
1.1 (g)	Head office DUNS number (if applicable)	671410520
1.1 (h)	Registered VAT number	909 2866 93
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).	Nuclear Industry Association (NIA) – Valid to 31 March 2020.
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 his.	N/A
1.1 (k)	Trading name(s) that will be used if successful in this procurement.	Decision Analysis Services Ltd (DAS)
1.1 (l)	Relevant classifications (state whether you fall within one of these, and if so which one) 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) ¹ ?	Yes □√ No □

 $^{^{1}~{\}sf See~EU~definition~of~SME:~http://ec.europa.eu/enterprise/policies/sme/facts-figures-analysis/sme-definition/policies/sme/facts-figures-analysis/sme-definition/policies/sme/facts-figures-analysis/sme-definition/policies/sme/facts-figures-analysis/sme-definition/policies/sme/facts-figures-analysis/sme-definition/policies/sme/facts-figures-analysis/sme-definition/policies/sme/facts-figures-analysis/sme-definition/policies/sme/facts-figures-analysis/sme-definition/policies/sme/facts-figures-analysis/sme-definition/policies/sme/facts-figures-analysis/sme-definition/policies/sme/facts-figures-analysis/sme-definition/policies/sme/facts-figures-analysis/sme-definition/policies/sme/facts-figures-analysis/sme-definition/policies/sme/facts-figures-analysis/sme-definition/policies/sme/facts-figures-analysis/sme-definition/policies/sme/facts-figures-analysis/sme-definition/policies/sme/facts-figures-analysis/sme/facts-figures-an$

Section 1	Potential Supplier Information	
Question No.	Question	Response
1.1 (n)	Details of Persons of Significant Control (PSC), where appropriate ² :	
	Name Date of Birth Nationality Country, state or part of the UK where the PSC usually lives Service address The date he or she became a PSC in relation to the company (for existing companies the 6 April 2016 should be used) Which conditions for being a PSC are met Over 25% up to (and including) 50% More than 50% and less than 75%	
	75% or more ³	
1.1 (o)	Details of immediate parent company: Full name of the immediate parent company Registered office address (if applicable)	Decision Analysis Holdings Ltd Two Chimneys, Pinks Hill, Wood Street, Guildford, Surrey, GU3 3BW, UK
	Registration number (if applicable) Head office DUNS number (if applicable) Head office VAT number (if applicable) (Please enter N/A if not applicable)	10236786 221878752 N/A

² UK companies, Societates European (SEs) and limited liability partnerships (LLPs) will be required to identify and record the people who own or control their company. Companies, SEs and LLPs will need to keep a PSC register, and must file the PSC information with the central public register at Companies House. See PSC guidance.

³ Central Government contracting authorities should use this information to have the PSC information for the preferred supplier checked before award.

Section 1	Potential Supplier Information	
Question No.	Question	Response
1.1 (p)	Details of ultimate parent company:	
	Full name of the ultimate parent company	Decision Analysis Holdings Ltd
	Registered office address (if applicable)	Two Chimneys, Pinks Hill, Wood Street, Guildford, Surrey, GU3 3BW, UK
	Registration number (if applicable)	10236786
	Head office DUNS number (if applicable)	221878752
	Head office VAT number (if applicable)	N/A
	(Please enter N/A if not applicable)	

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.

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

Section 1	Bidding Model	
Question No.	Question	Response
1.2 (a) – (i)	Are you bidding as the lead contact for a group of economic operators?	Yes □√ No □ 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. 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.
1.2 (a) – (ii)	Name of group of economic operators (if applicable)	Decision Analysis Services Ltd

Section 1	Bidding Model	
Question No.	Question	Response
1.2 (a) – (iii)	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 propose to form a single legal entity, please explain the legal structure.	
1.2 (b) – (i)	Are you or, if applicable, the group of economic operators proposing to use sub-contractors?	Yes □√ No □
1.2 (b) – (ii)	If you responded yes to 1.2(b)-(i) please provide additional details for each sub-contractor in the following table: we may ask them to complete this form as well.	
Sub-Contractor 1	Name; Registered Address;	
	Trading Status;	
	Company Registration No.;	
	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; and	
	The approximate % of contractual obligations assigned to each sub-contractor.	

Section 1	Bidding Mod	del
Question No.	Question	Response
Sub-Contractor 2	Name;	
	Registered Address;	
	Trading Status;	
	Company Registration No.;	
	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; and	
	The approximate % of contractual obligations assigned to each sub-contractor.	

Section 1	Bidding Model	
Question No.	Question	Response
Sub-Contractor 3	Name;	N/A
	Registered Address;	
	Trading Status;	
	Company Registration No.;	
	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; and	
	The approximate % of contractual obligations assigned to each sub-contractor.	

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.

Section 1	Contact Details and Declaration	
Question No.	Question	Response
1.3 (a)	Contact name	
1.3 (b)	Name of organisation	Decision Analysis Services Ltd
1.3 (c)	Role in organisation	
1.3 (d)	Phone number	
1.3 (e)	E-mail address	
1.3 (f)	Postal address	Grove House, Lutyens Close, Chineham Court, Basingstoke, Hampshire, RG24 8AG
1.3 (g)	Signature (electronic is acceptable)	
1.3 (h)	Date	28 th August 2019

Part 2: Exclusion Grounds

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.

Section 2	Grounds for Mandator	y Exclusion
Question No.	Question	Response
2.1 (a)	Regulations 57(1) and (2) The detailed grounds for mandatory exclusion of an organisation are set out on this web page, which should be referred to before completing these questions. 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	
	Participation in a criminal organisation?	Yes □ No □√ If Yes please provide details at 2.1(b)
	Corruption?	Yes □ No □√ If Yes please provide details at 2.1(b)
	Fraud?	Yes □ No □√ If Yes please provide details at 2.1(b)
	Terrorist offences or offences linked to terrorist activities?	Yes □ No □√ If Yes please provide details at 2.1(b)

Section 2	Grounds for Mandatory Exclusion	
Question No.	Question	Response
	Money laundering or terrorist financing?	Yes □ No □√ If Yes please provide details at 2.1(b)
	Child labour and other forms of trafficking in human beings?	Yes □ No □√ If Yes please provide details at 2.1(b)
2.1(b)	If you have answered yes to question 2.1(a), please provide further details. Date of conviction, specify which of the grounds listed the conviction was for, and the reasons for conviction, Identity of who has been convicted If the relevant documentation is available electronically please provide the web address, issuing authority, precise reference of the documents.	
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 □
2.3(a)	Regulation 57(3) 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 □√

Section 2	Grounds for Mandatory Exclusion	
Question No.	Question	Response
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 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.

Section 3	Grounds for Discretionary Exclusion	
Question No.	Question	Response
3.1	Regulation 57 (8) The detailed grounds for discretionary exclusion of web page, which should be referred to before complete page indicate if, within the past three years, anywesituations have applied to you, your organisation or representation, decision or control in the organisation	where in the world any of the following rany other person who has powers of
3.1 (a)	Breach of environmental obligations?	Yes □ No □√ If yes please provide details at 3.2
3.1 (b)	Breach of social obligations?	Yes □ No □√ If yes please provide details at 3.2
3.1 (c)	Breach of labour law obligations?	Yes □ No □√ If yes please provide details at 3.2

Section 3	Grounds for Discretionary Exclusion	
Question No.	Question	Response
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?	Yes □ No □√ If yes please provide details at 3.2
3.1 (e)	Guilty of grave professional misconduct?	Yes □ No □√ If yes please provide details at 3.2
3.1 (f)	Entered into agreements with other economic operators aimed at distorting competition?	Yes □ No □√ If yes please provide details at 3.2
3.1 (g)	Aware of any conflict of interest within the meaning of regulation 24 due to the participation in the procurement procedure?	Yes □ No □√ If yes please provide details at 3.2
3.1 (h)	Been involved in the preparation of the procurement procedure?	Yes □ No □√ If yes please provide details at 3.2
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?	Yes □ No □√ If yes please provide details at 3.2

Section 3	Grounds for Discretionary Exclusion	
Question No.	Question	Response
3.1 (j) 3.1 (j) – (i)	Please answer the following statements. 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.	Yes □ No □√ If yes please provide details at 3.2
3.1 (j) – (ii)	The organisation has withheld such information.	Yes □ No □√ If yes please provide details at 3.2
3.1 (j) – (iii)	The organisation is not able to submit supporting documents required under regulation 59 of the Public Contracts Regulations 2015.	Yes □ No □√ If yes please provide details at 3.2
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.	Yes □ No □√ If yes please provide details at 3.2
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)	

Part 3: Selection Questions⁴

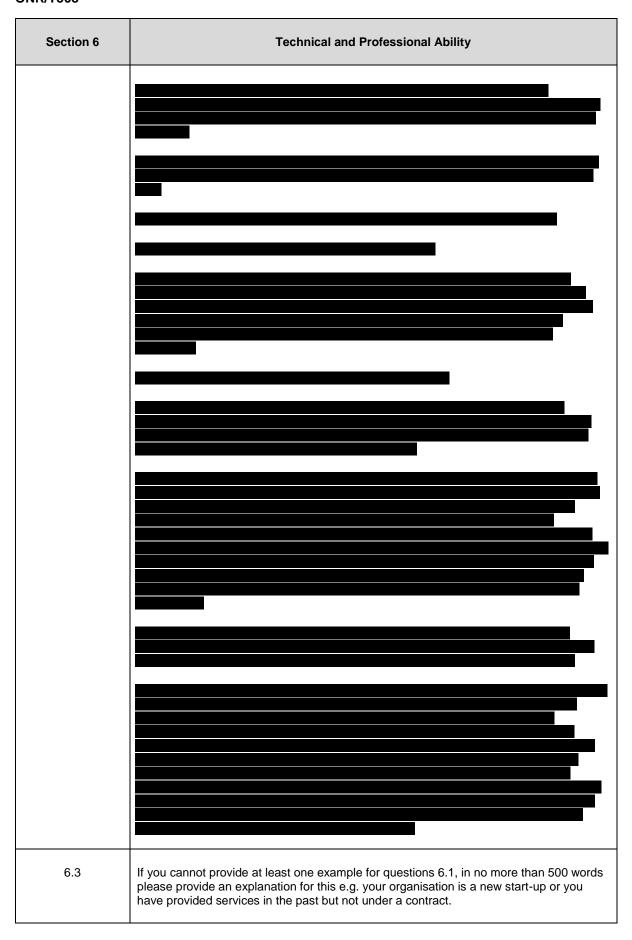
Section 4	Economic and Financial Standing		
Question No.	Question	Response	
4.1	Are you able to provide a copy of your audited accounts for the last two years, if requested? If no, can you provide one of the following: answer with Y/N in the relevant box?	Yes □√	
		No 🗆	
	(a) A statement of the turnover, 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.	Yes □ No □	
	(b) A statement of the cash flow forecast for the current year and a bank letter outlining the current cash and credit position.	Yes □ No □	
	(c) 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).	Yes □ No □	
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 □ N/A	

⁴ See Action Note 8/16 Updated Standard Selection Questionnaire

Section 5	Consortium Details		
Question No.	Question		Response
If you have indicated in the provide further details belo	e Selection Questionnaire question 1.2 that ow:	you are p	art of a wider group, please
Name of organisation:	Decision Analysis Holdings Ltd.		
Relationship to the Supplier completing these questions:	Decision Analysis Holdings Ltd owns 100% of shared capital in Decision Analysis Services Ltd.		
5.1	Are you able to provide parent company accounts if requested to at a later	Yes	$\Box \checkmark$
	stage?	No	
5.2	If yes, would the parent company be willing to provide a guarantee if	Yes	$\Box \checkmark$
	necessary?	No	
	If no, would you be able to obtain a	Yes	
	guarantee elsewhere (e.g. from a bank)?		

Section 6	т	echnical and Professional A	bility
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.		
		rvices should have been perfo be from the past five years.	rmed during the past three
	The named contact provide accuracy of the information	d should be able to provide wri provided below.	itten evidence to confirm the
	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 exam	ples see question 6.3	
	Contract 1	Contract 2	Contract 3
Name of customer organisation			
Point of contact in the organisation			
Position in the organisation			
E-mail address			
Description of contract			
Contract Start date			

Section 6	Technical and Professional Ability		
Contract completion date			
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)		



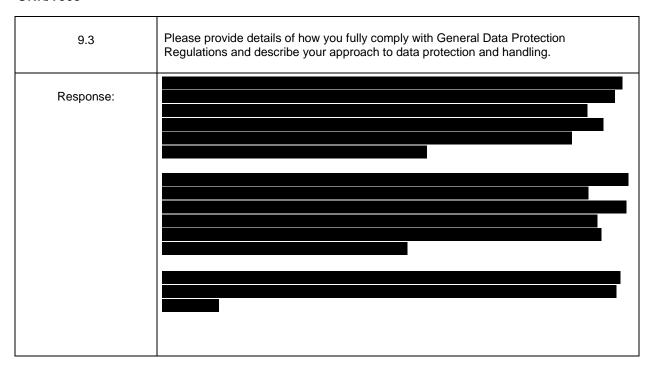
Section 6	Technical and Professional Ability
	N/A.

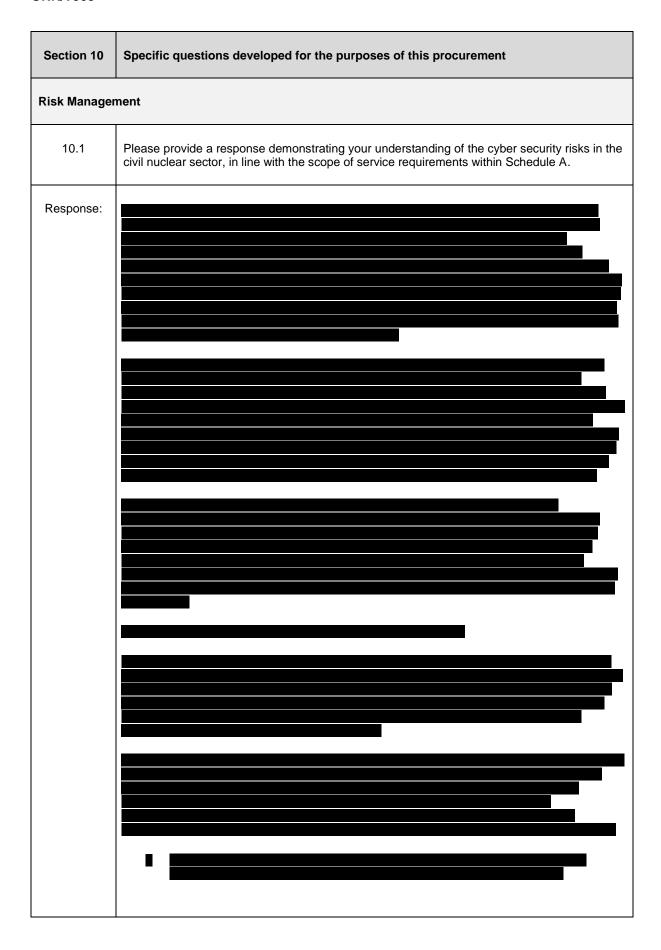
Section 7	Modern Slavery Act 2015: Requirements under Modern Slavery Act 2015 ⁵	
7.1	Are you a relevant commercial organisation as defined by section 54 ("Transparency in supply chains etc.") of the Modern Slavery Act 2015 ("the Act")?	Yes □ N/A □√
7.2	If you have answered yes to question 1 are you compliant with the annual reporting requirements contained within Section 54 of the Act 2015?	Yes □ Please provide relevant the url No □ Please provide an explanation

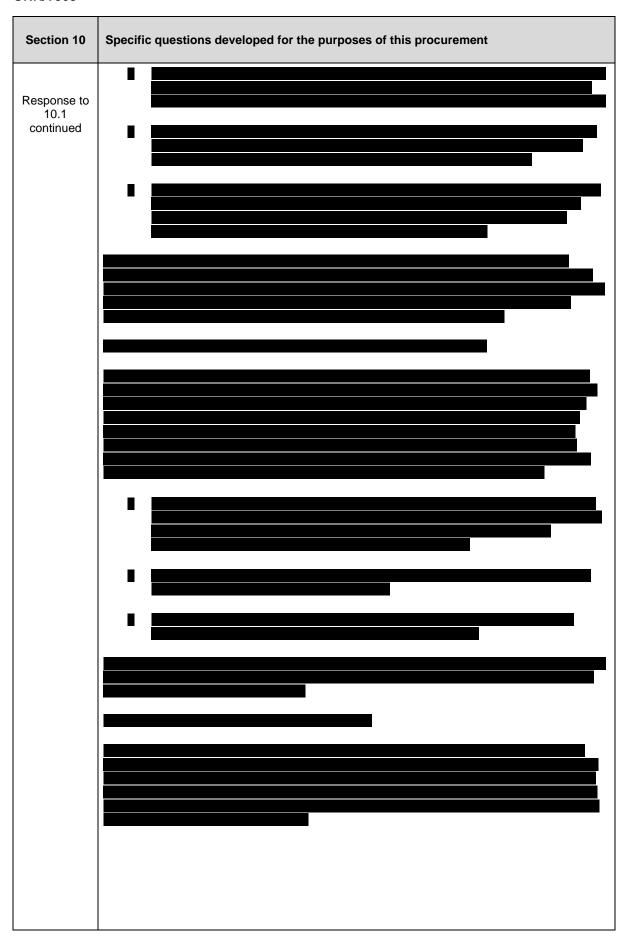
⁵ Modern Slavery Act 2015

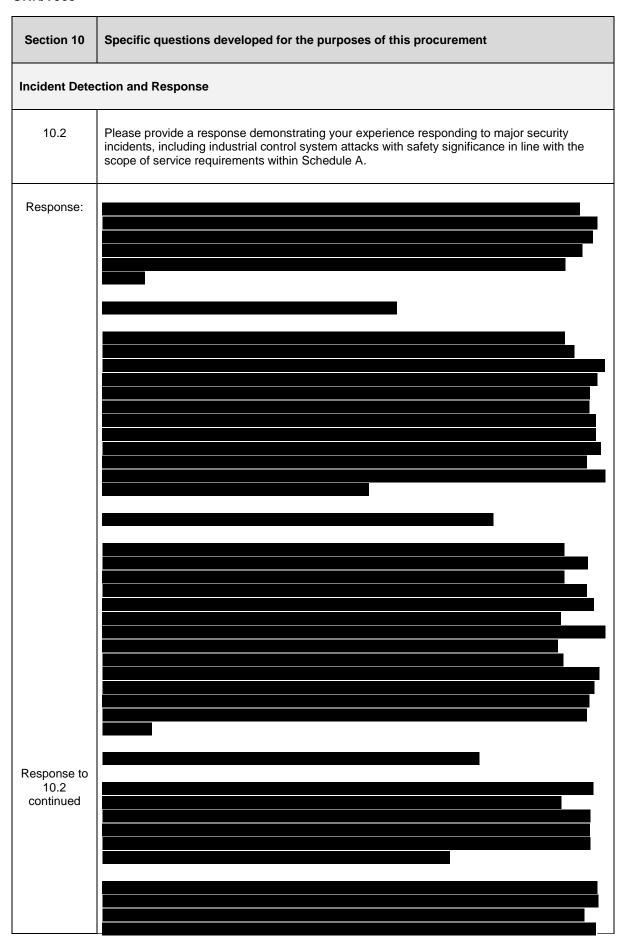
Section 8	Insurance	
8.1	Please self-certify whether you already have, or can commit to obtain, prior to the commencement of the contract, the levels of insurance cover indicated in the columns below:-	
	Employer's (Compulsory) Liability Insurance	£10,000,000
	Public Liability Insurance	£5,000,000
	Professional Indemnity Insurance	£5,000,000
	*It is a legal requirement that all compani Insurance of £5 million as a minimum. Ple applicable to Sole Traders.	es hold Employer's (Compulsory) Liability ease note this requirement is not
	Response :	
	All 3 levels of insurance are £10,000,000	
	Employer's (Compulsory) Liability Insurar	nce £10,000,000
	Public Liability Insurance £10,000,000	
	Professional Indemnity Insurance £10,00	0,000

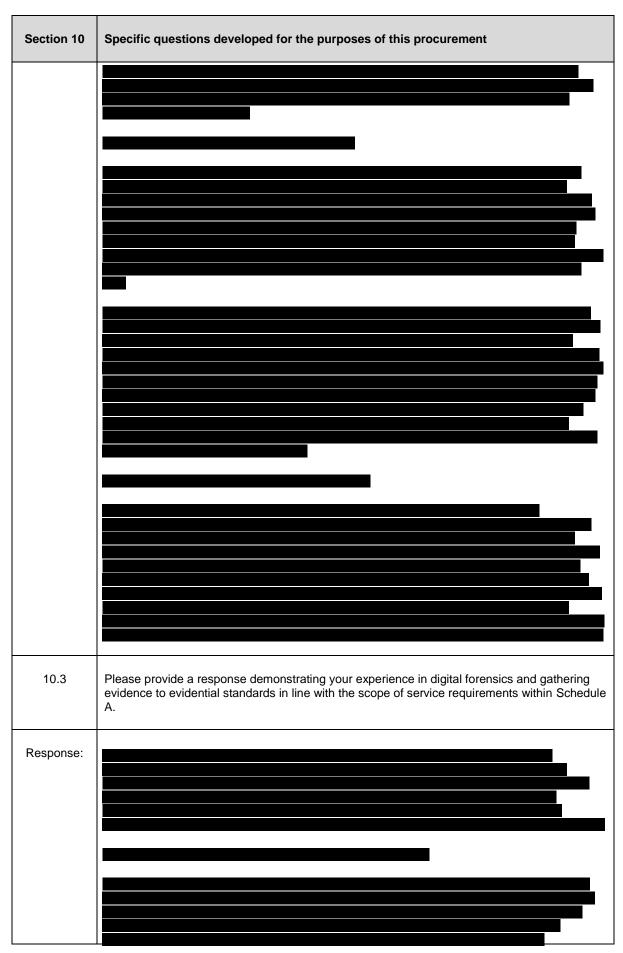
Section 9	Compliance Declaration
9.1	Please confirm that all data will be held in the UK.
Response:	DAS can confirm that all data associated with this contract will be held in the UK.
9.2	Please confirm if your organisation is List N registered or is willing to be placed on the List N register.
Response:	
9.4	Please identify if there are any actual or potential conflicts of interest with your organisation working with ONR in bidding for this procurement. If applicable, please state what arrangements you propose to make to address the issues
Response:	

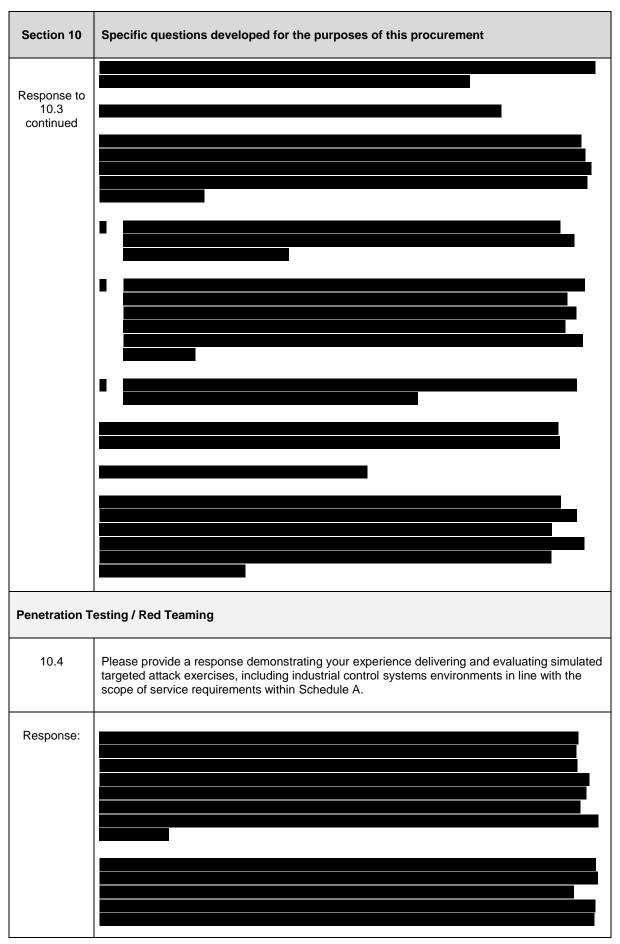


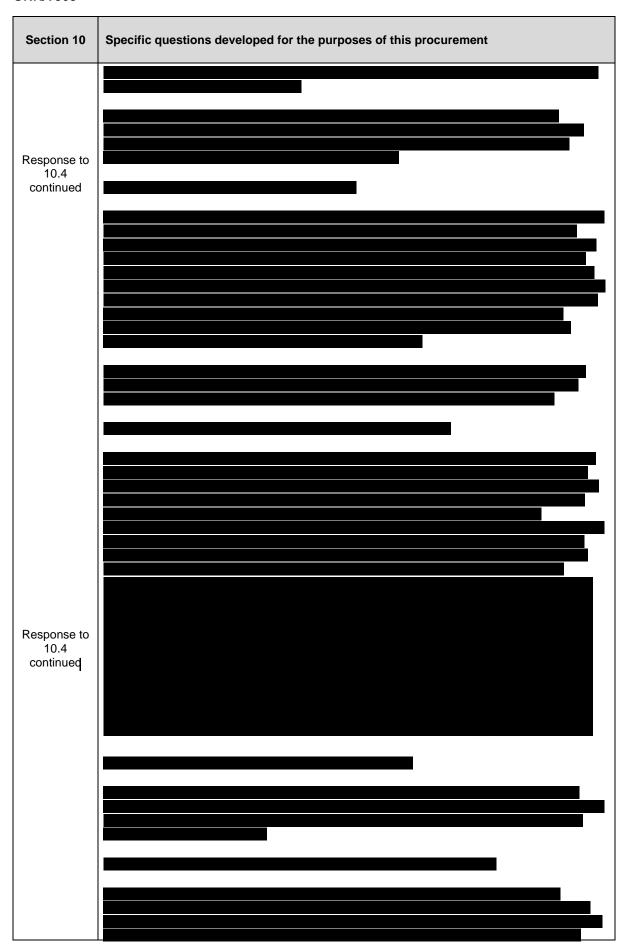


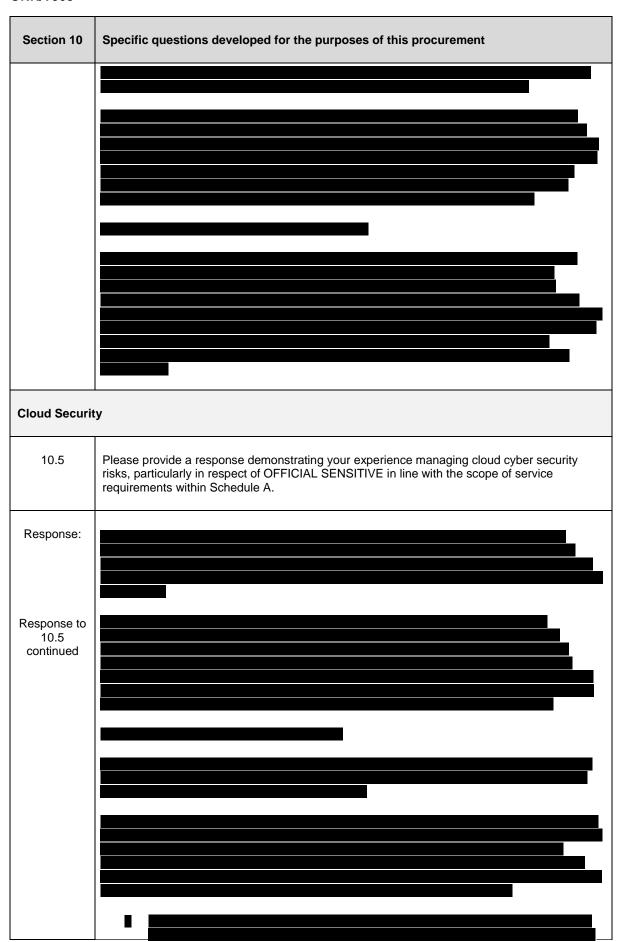


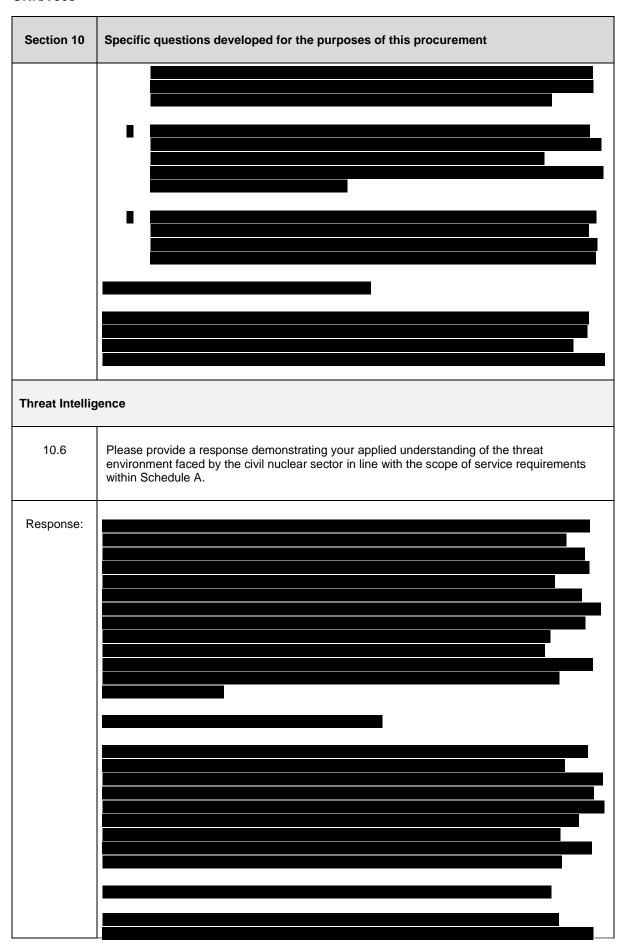


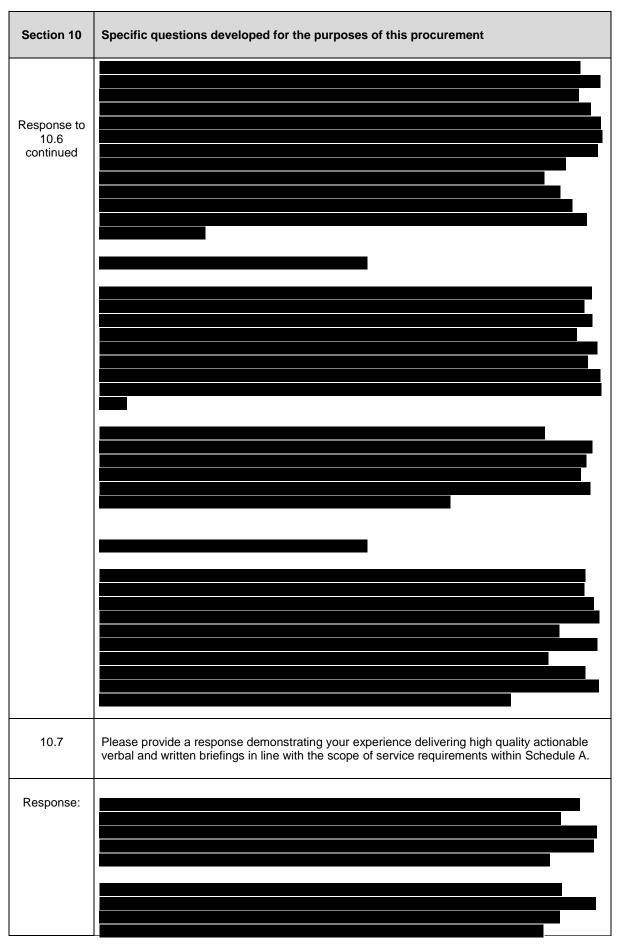


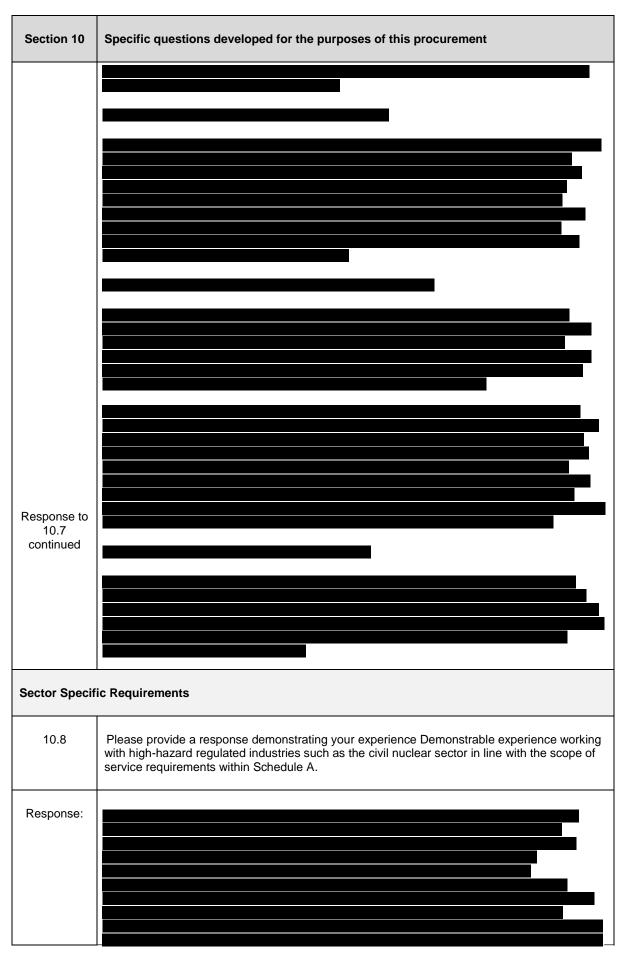


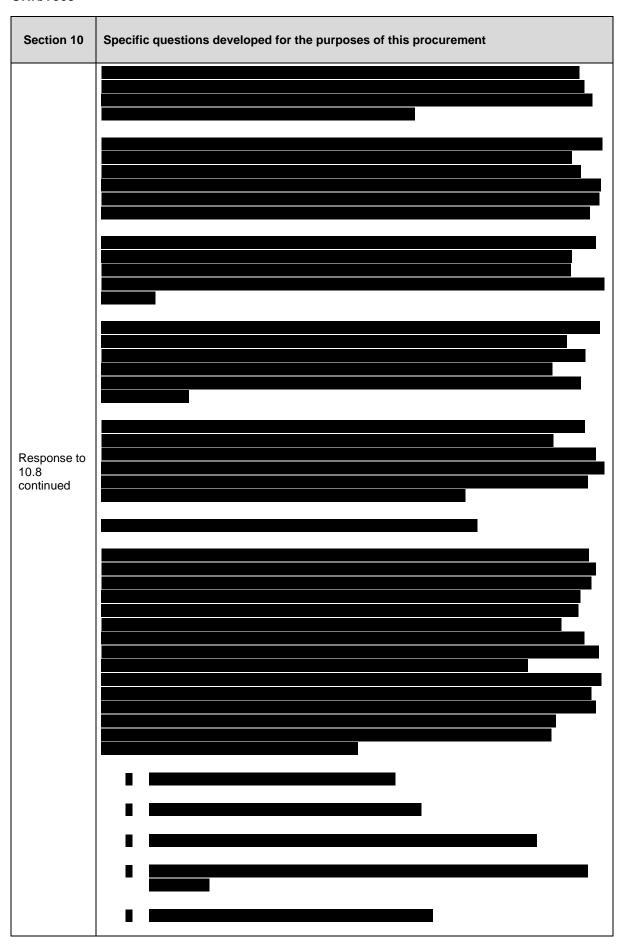


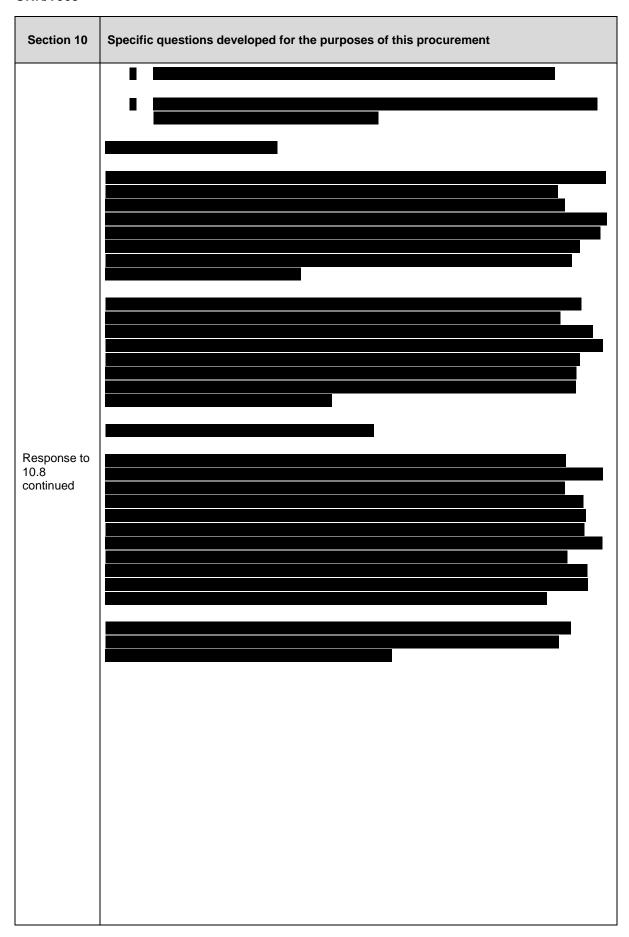


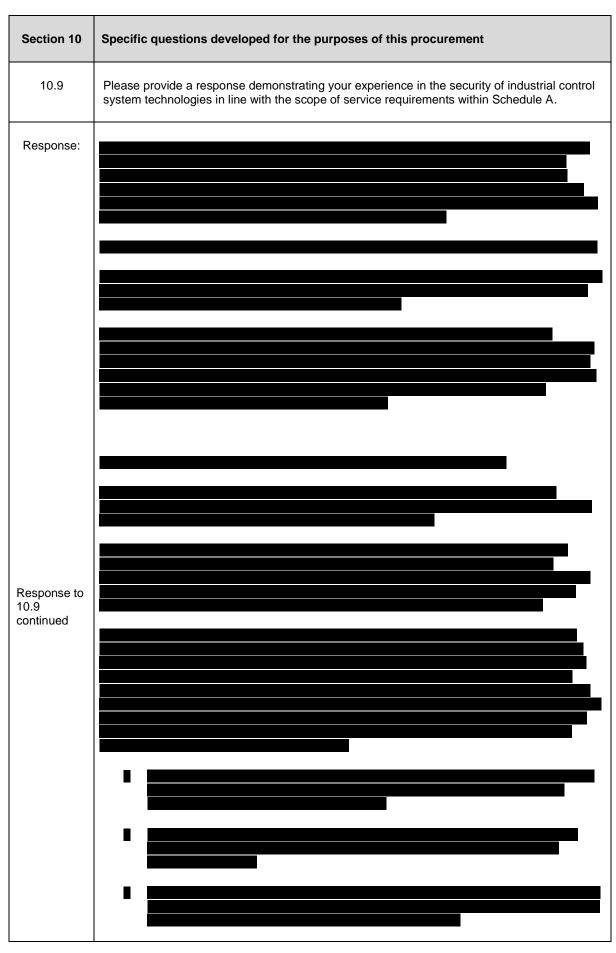


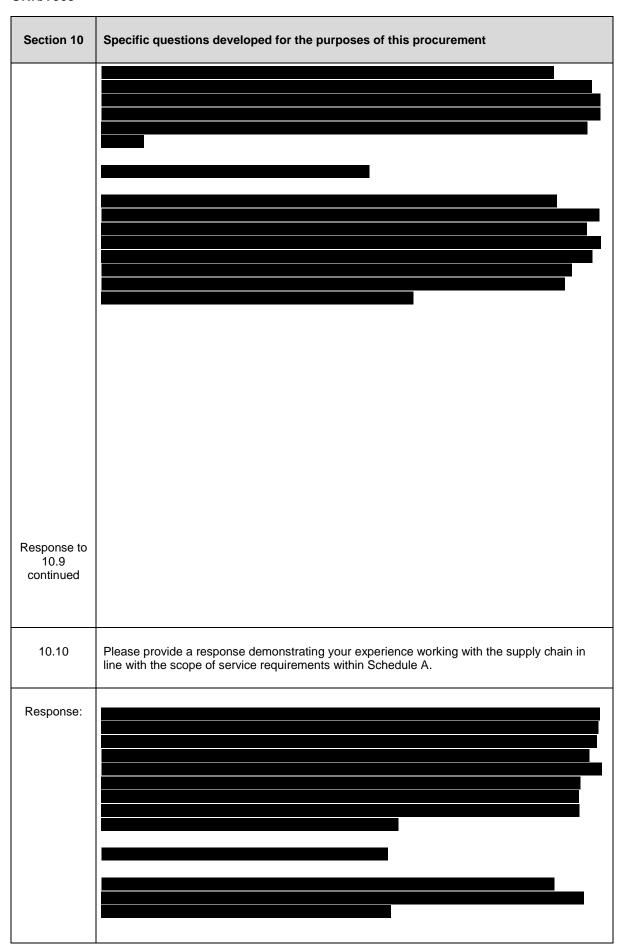


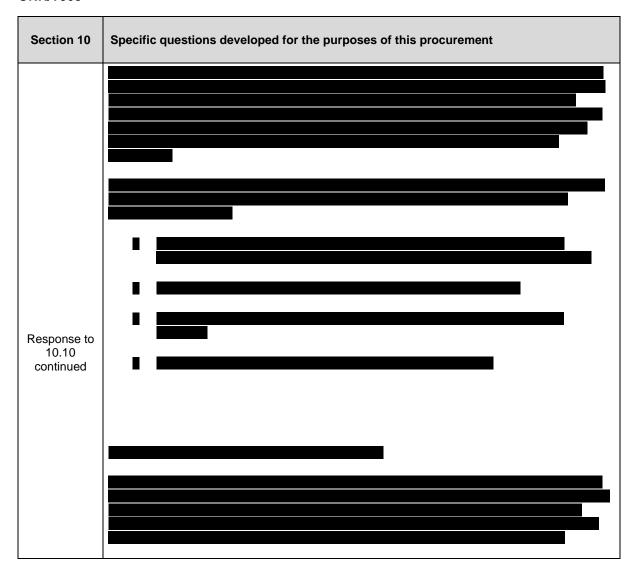












Section 11: ONR Standard Terms and Conditions of Contract

Section 11	ONR Standard Terms and Conditions of contract
	Bidders must complete either Part A or B of this Declaration. Failure to do so may invalidate
	your tender. Continuation sheets may be used.
	The ONR terms and conditions of contract for the provision of services, attached to this Invitation to Tender as Schedule D, shall form part of and apply to any Contract which may arise.
	However, ONR's intention is to reach mutual agreement over terms and conditions of contract before award of contract. Negotiations after award of contract will only take place with the express agreement of ONR.
	NB: Please note that clauses A1.1 and E4.1 – E4.4 in relation to Publication are non-negotiable.
	A) Declaration of Acceptance
	I confirm that our organisation has reviewed the ONR Terms and Conditions of Contract for the Provision of Services and hereby agree to be bound by such terms and conditions of contract.
	Signature
	Name in Capitals
	Position
	Date 28 th August 2019
	B) Request for Clarification / Amendment / Deletion
	I confirm that our organisation has studied the ONR Terms and Conditions of Contract for the Provision of Services and we request clarification / amendment / deletion of the clauses listed below.
	Signature
	Name in Capitals
	Position
	Date
Clause No.	Nature of Enquiry

Annex A

Notes for Completion of Sections 1, 2 and 3

- The "authority" means the ONR, or anyone acting on behalf of the ONR, 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.
- 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.
- 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.
- For Part 1 and Part 2 every organisation that is being relied on to meet the selection must complete and submit the self-declaration.
- Note for Contracting Authorities: The following paragraph is optional for inclusion if a decision has been made to request a self-declaration of the exclusion grounds from sub-contractors. All sub-contractors are required to complete Part 1 and Part 2⁶.
- 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.

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⁶ See PCR 2015 regulations 71 (8) – (9)