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Tender

## **Provision of In-Barrack Equipment Support (IBES) to Commando Helicopter Force (CHF) MERLIN**

Ministry of Defence

F17: Contract notice for contracts in the field of defence and security

Notice identifier: 2021/S 000-024845

Procurement identifier (OCID): ocids-h6vhtk-02e87a

Published 5 October 2021, 10:45pm

### **Section I: Contracting authority/entity**

#### **I.1) Name, addresses and contact point(s)**

Ministry of Defence

British Army Headquarters, D Res, Zone 8 (IDL 437), 2nd Floor, Ramillies Building,  
Marlborough Lines, Monxton Road

Andover

SP11 8HJ

#### **Contact**

Mr James Racheter

#### **For the attention of**

Mr James Racheter

#### **Email(s)**

[James.Racheter100@mod.gov.uk](mailto:James.Racheter100@mod.gov.uk)

**Telephone**

+44 03001650001

**Country**

United Kingdom

**Internet address(es)****General address of the contracting authority/entity**

[www.contracts.mod.uk](http://www.contracts.mod.uk)

**Further information**

Further information can be obtained from the above mentioned contact point(s)

**Specifications and additional documents (including documents for competitive dialogue and a dynamic purchasing system) can be obtained from**

The above-mentioned contact point(s)

**Tenders or requests to participate must be sent to**

The above-mentioned contact point(s)

**I.2) Type of the contracting authority**

Ministry or any other national or federal authority, including their regional or local subdivisions

**I.3) Main activity**

Defence

**I.4) Contract award on behalf of other contracting authorities/entities**

The contracting authority is purchasing on behalf of other contracting authorities:

No

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## **Section II: Object of the contract**

### **II.1) Description**

#### **II.1.1) Title attributed to the contract by the contracting authority**

Provision of In-Barrack Equipment Support (IBES) to Commando Helicopter Force (CHF) MERLIN

#### **II.1.2) Type of contract and location of works, place of delivery or of performance**

Services

Service category No 3: Defence services, military defence services and civil defence services

#### **Main site or location of works, place of delivery or of performance**

Royal Naval Air Station (RNAS) Yeovilton

#### **NUTS code**

- UK - United Kingdom
- UKK - South West (England)
- UKK23 - Somerset

#### **Estimated total value of purchases for the entire duration of the framework agreement**

Estimated value excluding VAT:

£4,408,333.33

#### **II.1.5) Short description of the contract or purchase(s)**

There is a requirement for the provision of technical and logistics support services for the Commando Helicopter Force (CHF) MERLIN, based at Royal Naval Air Station (RNAS) Yeovilton. The requirement covers the period 01 April 2022 to 31 March 2025, during which time the Contractor is to provide the following outputs:

ON-AIRCRAFT ENGINEERING

Merlin Engineering Maintenance Unit Support

Aircraft Maintenance Support

OFF-AIRCRAFT ENGINEERING

Data Integrity Manager

SUPPLY PROVISION

Tool Issue Centre Manager

#### **II.1.6) Common procurement vocabulary (CPV)**

- 50212000 - Repair and maintenance services of helicopters

#### **II.1.7) Information about subcontracting**

The tenderer has to indicate in the tender any share of the contract it may intend to subcontract to third parties and any proposed subcontractor, as well as the subject-matter of the subcontracts for which they are proposed

The tenderer has to indicate any change occurring at the level of subcontractors during the execution of the contract

#### **II.1.8) Lots**

This contract is divided into lots: No

#### **II.1.9) Information about variants**

Variants will be accepted: No

### **II.2) Quantity or scope of the contract**

#### **II.2.1) Total quantity or scope**

The specific outputs required by the Authority are:

ON-AIRCRAFT ENGINEERING

Aircraft Mechanical/Avionic Maintenance supporting Front Line and Scheduled and Unscheduled Maintenance on Merlin Mk4/4a aircraft.

Where the contractor is 100% responsible for On-Aircraft Engineering output, the Authority is open to delivery at the Contractor's convenience between 0730-2230hrs (Monday to Thursday) and 0730-1800hrs (Friday), noting overtime payment would not be

applicable if the contractor elects to work outside of normal shift hours and that supervisory ratios and safe working conditions must be maintained. Weekend work may be offered, noting overtime payment would not be applicable.

## OFF-AIRCRAFT ENGINEERING

Data Integrity Manager. Provide a Data Integrity (DI) and Data Exploitation (DE) solution for all aircraft and uninstalled assets as part of Engineering Data Services (EDS).

Most of the output will be required to be delivered within the standard working day, normally between 0800 – 1700hrs, Monday to Friday, not exceeding the maximum hours per week stated against each role. Weekend working may be required on an ad-hoc basis.

## SUPPLY PROVISION

Tool Issue Centre Manager. Management of a squadron issue centre and all tooling requirements for maintenance.

All tasks are to be carried out in accordance with military regulations, Air Publications, Aircraft Document Set (where applicable), other instructions, local orders and health and safety regulations.

All contractor personnel are to be cleared to Security Check (SC) standard. It is the responsibility of the Contractor to carry out all relevant security applications as required.

The contractor must be able to provide sufficient manpower to be able to deliver the required outputs and standards as determined by the CHF MILCAM/Cdr AE.

The full range of services must be available to be provided from the start of contract date. Outputs level may vary depending on the ongoing requirements of the Authority. Additional tasks, within trade boundaries, may be requested.

Contractor personnel will be tasked to deliver the required output by military management under the direction of CHF HQ Engineering management. It should be noted that the Authority has no line management responsibility for the personnel engaged under this contract; this responsibility remains with the contractor who shall provide the day-to-day administration for contracted personnel including discipline management, welfare, time sheets, etc.

Contracted personnel will be required to integrate with military working sections, often working alongside military counterparts to deliver the outputs.

The contractor will be responsible for reporting their output to the MOD on a monthly

basis. This is to include an update of output delivery hours consumed against an annual projection. The Authority will appoint Contract Monitors at RNAS Yeovilton to lead the assessment of monthly performance against required output and provide feedback to the contractor.

The contractor must demonstrate the ability to manage, review/monitor productivity and efficiency throughout the life of the contract. Joint Helicopter Command (JHC) Headquarters (HQ) will hold a 3-monthly review of contract performance to ensure the output meets the requirement and the contract provides best value for money. This meeting is to be held at RNAS Yeovilton and will be attended by appropriate representatives of CHF HQ, JHC Capability Management Desk Officers (Merlin), Army Commercial Desk Officers and local and regional contractor management.

Contract performance will be reviewed on a monthly basis against the KPIs detailed in the Contract documents. The contractor will be formally assessed at the 3-monthly reviews.

Estimated value excluding VAT:

£4,408,333.33

## **II.2.2) Information about options**

Options: No

## **II.3) Duration of the contract or time limit for completion**

Start date: 1 April 2022

End date: 31 March 2025

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## **Section III. Legal, economic, financial and technical information**

### **III.1) Conditions relating to the contract**

#### **III.1.1) Deposits and guarantees required**

An indemnity, guarantee or bank bond may be required to support the contract. The Ministry of Defence / Authority reserves the right to ask for an indemnity, guarantee or bank bond if the Supplier does not meet the required standard for economic and financial standing.

#### **III.1.2) Main financing conditions and payment arrangements and/or reference to the relevant provisions governing them**

Specific conditions will be set out in the Invitation to Tender. Payment will be by the MOD's e-procurement / Contracting Purchasing and Finance (CP&F) system. A Contractor will need to use Exostar in order to use CP&F. Payment will be made in arrears and following the acceptance of the services.

#### **III.1.3) Legal form to be taken by the group of economic operators to whom the contract is to be awarded**

If a group of economic operators submits a bid, the group must nominate a lead organisation to deal with the Authority. The Authority shall require the group to form a legal entity before entering into the contract.

#### **III.1.4) Other particular conditions to which the performance of the contract is subject, in particular with regard to security of supply and security of information**

The Authority reserves the right to amend any condition related to security of information to reflect any changes in national law or government policy. If any contract documents are accompanied by a Security Aspects Letter, the Authority reserves the right to amend the terms of the Security Aspects Letter to reflect any changes in national law or government policy whether in respect of the applicable protective marking scheme, specific protective markings given, the aspects to which any protective marking applies or otherwise. A Security Aspects Letter may be applied to this contract.

The services are currently being carried out by serving Military personnel, so TUPE does not apply this requirement. However, TUPE exit clauses will be incorporated into the contract.

#### **III.1.5) Information about security clearance**

Candidates which do not yet hold security clearance may obtain such clearance until: 31

March 2022

## **III.2) Conditions for participation**

### **III.2.1) Personal situation**

**Criteria regarding the personal situation of economic operators (that may lead to their exclusion) including requirements relating to enrolment on professional or trade registers**

Information and formalities necessary for evaluating if the requirements are met: The Authority will apply all the offences listed in Article 39(1) of Directive 2009/81/EC (implemented as Regulation 23(1) of the Defence and Security Public Contract Regulations (DSPCR) 2011 in the UK) and all of the professional misconducts listed at Article 39(2) of Directive 2009/81/EC (see also Regulation 23(2) in the DSPCR 2011) to the decision of whether a Candidate is eligible to be invited to tender.

A full list of these criteria are at

<http://www.dcocontracts.mod.uk/delta/project/reasonsForExclusion.html#dspr>

Candidates will be required to sign a declaration confirming whether they do or do not have any of the listed criteria as part of the pre-qualification process.

Candidates who have been convicted of any of the offences under Article 39(1) are ineligible and will not be selected to bid, unless there are overriding requirements in the general interest (including defence and security factors) for doing so.

Candidates who are guilty of any of the offences, circumstances or misconduct under Article 39(2) may be excluded from being selected to bid at the discretion of the Authority.

Please provide a signed Statement Relating to Good Standing.

Suppliers Instructions How to Express Interest in this Tender:



### 1. Register your company on the eSourcing portal (this is only required once)

- Browse to the eSourcing Portal
- Click the “Click here to register” link
- Accept the terms and conditions and click “continue”
- Enter your correct business and user details
- Note the username you chose and click “Save” when complete
- You will shortly receive an email with your unique password (please keep this secure)

### 2. Express an Interest in the tender

- Login to the portal with the username/password
- Click the "PQQs Open to All Suppliers" link. (These are Pre-Qualification Questionnaires open to any registered supplier)
- Click on the relevant PQQ to access the content.
- Click the “Express Interest” button in the “Actions” box on the left-hand side of the page.
- This will move the PQQ into your “My PQQs” page. (This is a secure area reserved for your projects only)
- Click on the PQQ code, you can now access any attachments by clicking the “Settings and Buyer Attachments” in the “Actions” box

### 3. Responding to the tender

- You can now choose to “Reply” or “Reject” (please give a reason if rejecting)
- You can now use the ‘Messages’ function to communicate with the buyer and seek any clarification
- Note the deadline for completion, then follow the onscreen instructions to complete the PQQ
- There may be a mixture of online & offline actions for you to perform (there is detailed online help available)

If you require any further assistance please consult the online help, or contact the eTendering help desk.

**Criteria regarding the personal situation of subcontractors (that may lead to their rejection) including requirements relating to enrolment on professional or trade registers**

Information and formalities necessary for evaluating if the requirements are met: Suppliers Instructions How to Express Interest in this Tender:

1. Register your company on the eSourcing portal (this is only required once)

- Browse to the eSourcing Portal
- Click the "Click here to register" link
- Accept the terms and conditions and click "continue"
- Enter your correct business and user details
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If you require any further assistance please consult the online help, or contact the eTendering help desk.

### **III.2.2) Economic and financial ability**

#### **Criteria regarding the economic and financial standing of economic operators (that may lead to their exclusion)**

Information and formalities necessary for evaluating if the requirements are met:  
Appropriate statements from the economic operator's bankers or where appropriate, evidence of relevant professional risk indemnity insurance;

Requirements are set out in Part 1 of the Pre-Qualification Questionnaire. Two years audited accounts (if available) or equivalent information is required.

Minimum level(s) of standards possibly required: The estimated annual contract value is £1.47M excl. VAT. If the estimated annual contract value is greater than 25% of the supplier's turnover, the Authority reserves the right to exclude the supplier from being selected to tender except where the supplier provides, to the satisfaction of the Authority, evidence showing it has sufficient economic and financial capability, for example such evidence may include:

- (1) any additional information proving it has sufficient economic and financial resources to deliver the requirement; and
- (2) stating whether the supplier is willing to provide the Authority with an indemnity, guarantee or bank bond.

A financial assessment will be undertaken on the supplier's financial status. An overall pass / fail judgement will be made after considering areas such as turnover, profit, net assets, liquidity, gearing and capacity. This assessment will include the Parent company where applicable. An independent financial assessment obtained from a reputable credit rating organisation will be utilised as part of this process.

### **III.2.3) Technical and/or professional capacity**

#### **Criteria regarding the technical and/or professional ability of economic operators (that may lead to their exclusion)**

Information and formalities necessary for evaluating if the requirements are met:  
Technical capability selection criteria are set out in Part 2 of the Pre-Qualification Questionnaire

- (a) in the case of a supply contract requiring the siting or installation of goods, a services contract or a works contract, the economic operator's technical ability, taking into account in particular that economic operator's skills, efficiency, experience and reliability;
- (b) a statement of the principal goods sold or services provided by the supplier or the services provider in the past five years, or during a shorter period if necessary, and: (i) the dates on which the goods were sold or the services provided; (ii) the consideration received; (iii) the identity of the person to whom the goods were sold or the service were provided; (iv) any certificate issued or countersigned by that person confirming the details of the contract for those goods sold or services provided; and (v) where - (a) that person was not a contracting authority, and (b) the certificate referred to in sub-paragraph (b)(iv) is not available, any declaration by the economic operator attesting the details of the goods sold or services provided;
- (c) a statement of the technicians or technical services available to the economic operator to: (i) carry out the work under the contract, or (ii) be involved in the production of goods or the provision of services under the contract, particularly those responsible for quality control, whether or not they are independent of the economic operator;
- (d) a statement of the economic operator's: (i) technical facilities; (ii) measures for ensuring quality; (iii) study and research facilities; and (iv) internal rules regarding intellectual property;
- (e) a check carried out by the contracting authority or on its behalf by a competent official body of the member State in which the economic operator is established: (i) on the technical capacity of the economic operator; and (ii) if relevant, on the economic operator's study and research facilities and quality control measures;
- (f) in the case of contracts involving, entailing or containing classified information, evidence of the ability to process, store and transmit such information at the level of protection required by the contracting authority;
- (g) a certificate: (i) attesting conformity to quality management systems standards based on the relevant European standard; and (ii) from an independent accredited body established in any member State conforming to the European standards concerning

accreditation and certification;

(h) any other evidence of conformity to quality management systems standards which are equivalent to the standards referred to in sub-paragraph (g)(i)

Minimum level(s) of standards possibly required: A Supplier will need to have SC Security Clearance.

**Criteria regarding the technical and/or professional ability of subcontractors (that may lead to their rejection)**

Information and formalities necessary for evaluating if the requirements are met: The main contractor will be required to provide evidence of its subcontractor's ability to process, store and transmit classified information at the level of SC Security Clearance by describing the required Facility Security Clearance (FSC) granted by its National or Designated Security Authority.

Minimum level(s) of standards possibly required: The Authority reserves the right under Article 21(5) of Directive 2009/81/EC to reject any subcontractor chosen by the main contractor at any stage of the contract award procedure or during performance of the contract if that subcontractor:

(1) requires access to classified information at SC Security Clearance; and (2) fails to provide evidence to the satisfaction of the Authority that it has the capability to protect that level of classified information in accordance with Article 42.1(j) of Directive 2009/81/EC.

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## **Section IV: Procedure**

### **IV.1) Type of procedure**

#### **IV.1.1) Type of procedure**

Restricted

#### **IV.1.2) Limitations on the number of operators who will be invited to tender or to participate**

Envisaged minimum number 3 and maximum number 10

Objective criteria for choosing the limited number of candidates: Suppliers must read through this set of instructions and follow the process to respond to this opportunity.

The information and/or documents for this opportunity are available on

<https://www.contracts.mod.uk>. You must register on this site to respond, if you are already registered you will not need to register again, simply use your existing username and password. Please note there is a password reminder link on the homepage.

The deadline for submitting your response(s) is 05 November 2021 at 1600hrs GMT. Please ensure that you allow yourself plenty of time when responding to this invite prior to the closing date and time, especially if you have been asked to upload documents.

If you experience any difficulties please refer to the online Frequently Asked Questions (FAQ's) or the User Guides or contact the DSP E-Sourcing UK Helpdesk by emailing: [customersupport@jaggaer.com](mailto:customersupport@jaggaer.com) or call 0800 069 8630.

Interested suppliers are required to complete the Pre-Qualification Questionnaire (PQQ) to provide the Authority with information to evaluate the supplier's capacity and capability against the selection criteria.

The Authority will use the PQQ response to create a shortlist of tenderers who:

- (1) are eligible to participate;
- (2) fulfil any minimum economic, financial, professional and technical standards; and
- (3) best meet, in terms of capacity and capability, the selection criteria set out in this notice and the PQQ.

Further details of the method for choosing the tenderers is set out in the PQQ.

## **IV.2) Award criteria**

### **IV.2.1) Award criteria**

the criteria stated in the specifications, in the invitation to tender or to negotiate or in the descriptive document

### **IV.2.2) Information about electronic auction**

An electronic auction has been used: no

## **IV.3) Administrative information**

### **IV.3.1) File reference number attributed by the contracting authority**

701616450

#### **IV.3.2) Previous publication(s) concerning the same contract**

no

#### **IV.3.3) Conditions for obtaining specifications and additional documents or descriptive document**

Payable documents: no

#### **IV.3.4) Time limit for receipt of tenders or requests to participate**

5 November 2021 - 4:00pm

#### **IV.3.6) Language(s) in which tenders or requests to participate may be drawn up**

English

Other: The contracting authority considers that this contract may be suitable for economic operators that are small or medium enterprises (SMEs). However, any selection of tenderers will be based solely on the criteria set out for the procurement.

Electronic Trading

Potential suppliers must note the mandatory requirement for electronic trading using the Contracting, Purchasing and Finance (CP&F) electronic procurement tool. All payments for Contractor Deliverables under the Contract shall only be made via CP&F. You can find details on CP&F at <https://www.gov.uk/government/publications/mod-contracting-purchasing-and-finance-e-procurement-system/contracting-purchasing-and-finance-cpf-tool>.

The Cyber Risk Profile for this requirement identified by the Cyber Risk Assessment is 'LOW' - Reference: RAR-353440773. Tenderers should complete the Supplier Assurance Questionnaire (SAQ) Form, which will be provided as part of the Invitation To Tender (ITT) documentation and return the completed form as part of their ITT response.

More information on Government Security Classifications:

<https://www.gov.uk/government/publications/government-security-classifications>

Advertising Regime:- This contract opportunity is published on the Defence Sourcing Portal (DSP): <https://www.contracts.mod.uk/> and Find a Tender service: <https://www.gov.uk/find-tender>.

Expressions of Interest to participate in this requirement are to be submitted on the DSP by completing the Pre-Qualification Questionnaire (PQQ). Interested parties are required

to complete the PQQ to provide information that allows the Authority to evaluate potential Suppliers' capacities and capabilities.

Deadline for completion of the Pre-Qualification Questionnaire (PQQ) is 05 November 2021 at 1600hrs GMT.

Potential Suppliers should note that responses to all questions in Part 1 of the Pre-Qualification Questionnaire (PQQ) will be marked on a PASS/FAIL basis. Economic Operators that are assessed as having failed any of the Part 1 questions will automatically be eliminated from the process and not invited to tender for this requirement.

Questions in Part 2 of the PQQ will be marked as indicated within that section. Economic Operators that are assessed as having failed the PASS/FAIL questions in Part 2 will automatically be eliminated from the process and not invited to tender for this requirement. If more than 10 Suppliers meet the minimum selection criteria, the Authority intends to invite the ten highest scoring Suppliers to tender for this requirement.

Suppliers must read through this set of instructions and follow the process to respond to this opportunity.

The information and/or documents for this opportunity are available on <https://www.contracts.mod.uk>.

You must register on this site to respond, if you are already registered you will not need to register again, simply use your existing username and password. Please note there is a password reminder link on the homepage.

Please ensure you follow any instruction provided to you here.

The deadline for submitting your response(s) is detailed within this contract notice and the the opening and closing dates are visible within the opportunity.

Please ensure that you allow yourself plenty of time when responding to this opportunity prior to the closing date and time, especially if you have been asked to upload documents.

If you experience any difficulties please refer to the online Frequently Asked Questions (FAQ's) or the User Guides or contact the DSP E-Sourcing UK Helpdesk by emailing [customersupport@jaggaer.com](mailto:customersupport@jaggaer.com) or Telephone 0800 069 8630.



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## **Section VI: Complementary information**

### **VI.2) Information about European Union funds**

The contract is related to a project and/or programme financed by European Union funds:  
No

### **VI.3) Additional information**

The Contracting Authority intends to use an e-Tendering system in this procurement exercise, please visit [www.contracts.mod.uk](http://www.contracts.mod.uk) for full details and to register your interest in this procurement.

### **VI.4) Procedures for appeal**

#### **VI.4.1) Body responsible for appeal procedures**

Ministry of Defence

British Army Headquarters, D Res, Zone 8 (IDL 437), 2nd Floor, Ramillies Building,  
Marlborough Lines, Monxton Road

Andover

SP11 8HJ

#### **Email(s)**

[james.racheter100@mod.gov.uk](mailto:james.racheter100@mod.gov.uk)

#### **Telephone**

+44 03001650001

#### **Country**

United Kingdom

#### **VI.4.1) Body responsible for mediation procedures**

Ministry of Defence

British Army Headquarters, D Res, Zone 8 (IDL 437), 2nd Floor, Ramillies Building,  
Marlborough Lines, Monxton Road

Andover

SP11 8HJ

**Email(s)**

[james.racheter100@mod.gov.uk](mailto:james.racheter100@mod.gov.uk)

**Telephone**

+44 03001650001

**Country**

United Kingdom

**VI.4.3) Service from which information about the lodging of appeals may be obtained**

Ministry of Defence

British Army Headquarters, D Res, Zone 8 (IDL 437), 2nd Floor, Ramillies Building,  
Marlborough Lines, Monxton Road

Andover

SP11 8HJ

**Email(s)**

[james.racheter100@mod.gov.uk](mailto:james.racheter100@mod.gov.uk)

**Telephone**

+44 03001650001

**Country**

United Kingdom