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Tender

## **GSS23564: UK Research and Innovation - Oligonucleotide Synthesis and Nucleic Acid Sequencing Services Framework**

UK Research and Innovation

F02: Contract notice

Notice identifier: 2023/S 000-027372

Procurement identifier (OCID): ocds-h6vhtk-03f0a6

Published 15 September 2023, 3:09pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

UK Research and Innovation

Polaris House, North Star Avenue

SWINDON

SN2 1UH

#### **Contact**

Goods and Self Service

#### **Email**

[Coreservices@uksbs.co.uk](mailto:Coreservices@uksbs.co.uk)

#### **Country**

United Kingdom

**Region code**

UK - United Kingdom

**Justification for not providing organisation identifier**

Not on any register

**Internet address(es)**

Main address

[www.ukpbs.co.uk](http://www.ukpbs.co.uk)

**I.2) Information about joint procurement**

The contract is awarded by a central purchasing body

**I.3) Communication**

The procurement documents are available for unrestricted and full direct access, free of charge, at

[www.contractsfinder.service.gov.uk](http://www.contractsfinder.service.gov.uk)

Additional information can be obtained from another address:

UK Shared Business Services Ltd

Polaris House, North Star Avenue

Swindon

SN2 1FF

**Contact**

Goods and Self Service

**Email**

[coreservices@ukpbs.co.uk](mailto:coreservices@ukpbs.co.uk)

**Telephone**

+44 1793867005

**Country**

United Kingdom

**Region code**

UK - United Kingdom

**Internet address(es)**

Main address

[www.ukpbs.co.uk](http://www.ukpbs.co.uk)

Tenders or requests to participate must be submitted electronically via

<https://beisgroup.ukp.app.jaggaer.com/>

**I.4) Type of the contracting authority**

Body governed by public law

**I.5) Main activity**

Other activity

Research

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## **Section II: Object**

### **II.1) Scope of the procurement**

#### **II.1.1) Title**

GSS23564: UK Research and Innovation - Oligonucleotide Synthesis and Nucleic Acid Sequencing Services Framework

Reference number

GSS23564

#### **II.1.2) Main CPV code**

- 73000000 - Research and development services and related consultancy services

#### **II.1.3) Type of contract**

Services

#### **II.1.4) Short description**

The final date and time for the submission of bids is Monday 23rd October 2023 at 11:00hrs GMT.

DO NOT apply directly to the buyer.

All tender information MUST be submitted through the Jaggaer eSourcing Portal.

Please note that this is a Supplies and Services Contract.

UK Research and Innovation (UKRI) brings together the seven Research Councils (AHRC, BBSRC, EPSRC, ESRC, MRC, NERC, STFC) plus Innovate UK and a new organisation, Research England.

UKRI wishes to establish a Framework for the provision of Oligonucleotide Synthesis and Nucleic Acid Sequencing Services.

The Framework will be based upon four LOTS:

- Lot 1 - Nucleic Acid Sequencing Services
- Lot 2 - Custom Gene Synthesis

- Lot 3 - Advanced DNA Service
- Lot 4 - Custom Oligonucleotides

This Framework will be made accessible for UKRI and it is intended that multiple providers will be appointed for each of the Lots detailed above.

It is intended that multiple providers will be appointed for each of the Lots detailed above.

Potential Providers are invited to tender for one or more Lots on an individual basis.

This Framework is being Established for a term of 3 years + 1 year (11th December 2023 - 10th December 2026) with the option to extend for a further 1 year until December 2027)

Please ensure you review all attached information to ensure a full understanding of this requirement. All attachments can be found within Jaggaer Sourcing Portal.

The objective of this procurement is to:

- a) Produce a Framework Agreement that UKRI can easily use and provide a compliant route to the market.
- b) Capture a large percentage of the Oligonucleotide Synthesis and Nucleic Acid Sequencing requirements from large value items to low value, high volume items.
- c) Develop strong relationships with UKRI and Suppliers to ensure that requirements are captured and value for money is achieved.
- d) To capture quality management information that will support informed decision making in future procurements.
- e) To ensure sustainability aspects are considered and integrated into the Framework Agreement.
- f) To continuously improve and apply best practice procurement that meets the end users' requirements.

Please ensure you review all attached information to ensure a full understanding of this requirement. All attachments can be found with the Supplier Attachments tab within the Jaggaer eSourcing Portal.

This contract will be awarded based on the evaluation criteria as set out in the RFP document.

## How to Apply

UK Shared Business Services Ltd (UK SBS) will be using the Jaggaer eSourcing Portal for this procurement.

To register on the Jaggaer eSourcing portal please use the link <https://beisgroup.ukp.app.jaggaer.com/> and follow the instructions to register as a supplier.

If you are already registered on the Jaggaer eSourcing Portal and wish to participate in this procurement, please use the link: <https://beisgroup.ukp.app.jaggaer.com/>.

Once you are logged into the system you will be able to locate the Procurement you wish to leave a bid on by clicking the ITTs Open to All Suppliers and searching for the reference number GSS23564

### **II.1.5) Estimated total value**

Value excluding VAT: £8,000,000

### **II.1.6) Information about lots**

This contract is divided into lots: Yes

Tenders may be submitted for all lots

Maximum number of lots that may be awarded to one tenderer: 12

## **II.2) Description**

### **II.2.1) Title**

Sub Lot 1.1 - First Generation Nucleic Acid Sequencing Services

Lot No

Sub Lot 1.1

### **II.2.2) Additional CPV code(s)**

- 73000000 - Research and development services and related consultancy services

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

#### **II.2.4) Description of the procurement**

##### **Sub lot 1.1 - First Generation Nucleic Acid sequencing services**

For the above sub lot, UKRI wish to put in place a framework for the purchase of a range of user selectable Nucleic Acid sequencing (Sanger/ ~800-1000 base pair read) services to be provided. This could include but is not limited to the following:

- Provide Phred 20 quality for as many nucleotides per sample as possible (min 800 bp or above for 5' 3' reads).
- Provide purification and sequencing of plasmids and PCR products in both 1.5 ml tubes and microtiter plates (must offer 96 well as a minimum).
- Provide purification and sequencing of plasmids supplied as Escherichia coli clones in both 1.5 ml tubes and microtiter plates (must offer 96 well as a minimum).
- Provide sequencing services using both primers synthesized by supplier and those with user provided primers.
- Provide Primer walking services in both double and single stranded DNA.

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

This contract is being let on a 3 year + 1 year basis

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.14) Additional information**

The number of envisaged suppliers for this Lot is 15

### **II.2) Description**

#### **II.2.1) Title**

Sub Lot 1.2 - Second Generation Nucleic Acid Sequencing Services

Lot No

Sub Lot 1.2

#### **II.2.2) Additional CPV code(s)**

- 73000000 - Research and development services and related consultancy services

#### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

#### **II.2.4) Description of the procurement**

Sub lot 1.2 - Second Generation Nucleic Acid sequencing services

For the above sub lot, UKRI wish to put in place a framework for the purchase of a range of Second Generation sequencing services from a range of samples and formats including tubes, microtiter plates, preparation & extractions services including from colonies and tissue samples.

A range of user selectable Nucleic Acid sequencing services are required that could include but not limited to:

- Ligation or sequencing by synthesis
- Pyrosequencing



- Dye sequencing
- Semiconductor based sequencing
- Provide sample pick-up or sample mailing/courier service as required.
- Provide purification and sequencing of samples supplied
- Offer suitable solutions to templates failing to give readable results

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

This Contract is being let on a 3 years + 1 year basis

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.14) Additional information**

The number of envisaged suppliers for this Lot is 15

### **II.2) Description**

#### **II.2.1) Title**

## Sub Lot 1.3 - Third Generation Nucleic Acid sequencing services

Lot No

Sub Lot 1.3

### **II.2.2) Additional CPV code(s)**

- 73000000 - Research and development services and related consultancy services

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

### **II.2.4) Description of the procurement**

Sub lot 1.3 - Third Generation Nucleic Acid sequencing services

For the above Sub Lot, UKRI wish to put in place a framework for the purchase of a range of Third generation sequencing services from a range of samples and formats including tubes, microtiter plates, preparation & extractions services including from colonies and tissue samples utilising novel or 'next generation technologies.

A range of user selectable Nucleic Acid sequencing services are required that could include but not limited to:

- PCR determination
- combinatorial probe-anchor synthesis (cPAS)
- fluorescently labelled antibody binding sequencing
- Single-molecule real-time (SMRT) sequencing
- zero-mode waveguide sequencing
- sequencing of DNA via Nano pore transition

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

## **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

This contract is being Let on a 3 years + 1 year basis

## **II.2.10) Information about variants**

Variants will be accepted: No

## **II.2.11) Information about options**

Options: No

## **II.2.14) Additional information**

The number of envisaged suppliers for this Lot is 15

## **II.2) Description**

### **II.2.1) Title**

Sub Lot 2.1 - Custom Gene fragment synthesis (sub 2000bp)

Lot No

Sub Lot 2.1

### **II.2.2) Additional CPV code(s)**

- 24956000 - Peptones and protein substances
- 73000000 - Research and development services and related consultancy services

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

## **II.2.4) Description of the procurement**

Sub lot 2.1 - Custom Gene fragment synthesis (sub 2000bp)

UKRI wish to put in place a framework for the purchase of a user selectable (via supplier engagement) range of Custom Gene Synthesis (sub 2000bp).

For the above sub lot, a range of user selectable additional services should be available (but are not mandatory). This could include but is not limited to the following:

- Genes produced with additional synthetic Nucleotides (AGTC + XY)
- Custom vector production
- Codon optimized sequences - all species
- Site-directed mutagenesis
- Bacterial, yeast, Baculovirus and mammalian gene expression services
- Complex sequence synthesis - GC rich, AT rich, complex repeats & hairpin structures and toxic sequences

## **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

## **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

This Contract is being Let on a 3 Year + 1 year basis

## **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.14) Additional information**

The number of envisaged suppliers for this Lot is 15

## **II.2) Description**

### **II.2.1) Title**

Sub Lot 2.2 - Custom Gene synthesis (2001 - 3000bp)

Lot No

Sub Lot 2.2

### **II.2.2) Additional CPV code(s)**

- 24956000 - Peptones and protein substances
- 73000000 - Research and development services and related consultancy services

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

### **II.2.4) Description of the procurement**

UKRI wish to put in place a framework for the purchase of a user selectable (via supplier engagement) range of Custom Gene Synthesis (2001 - 3000bp).

For the above sub lot, a range of user selectable additional services should be available (but are not mandatory). This could include but is not limited to the following:

- Genes produced with additional synthetic Nucleotides (AGTC + XY)
- Custom vector production
- Codon optimized sequences - all species
- Site-directed mutagenesis

- Bacterial, yeast, Baculovirus and mammalian gene expression services
- Complex sequence synthesis - GC rich, AT rich, complex repeats & hairpin structures and toxic sequences

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

This Contract is being Let on a 3 year + 1 year basis

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.14) Additional information**

The number of envisaged suppliers for this Lot is 15

### **II.2) Description**

#### **II.2.1) Title**

Sub Lot 2.3 - Custom Gene synthesis (3001-5000bp)

Lot No

Sub Lot 2.3

### **II.2.2) Additional CPV code(s)**

- 24956000 - Peptones and protein substances
- 73000000 - Research and development services and related consultancy services

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

### **II.2.4) Description of the procurement**

Sub Lot 2.3 - Custom Gene synthesis (3001-5000bp)

UKRI wish to put in place a framework for the purchase of a user selectable (via supplier engagement) range of Custom Gene Synthesis (3001 - 5000bp).

For the above sub lot, a range of user selectable additional services should be available (but are not mandatory). This could include but is not limited to the following:

- Genes produced with additional synthetic Nucleotides (AGTC + XY)
- Custom vector production
- Codon optimized sequences - all species
- Site-directed mutagenesis
- Bacterial, yeast, Baculovirus and mammalian gene expression services
- Complex sequence synthesis - GC rich, AT rich, complex repeats & hairpin structures and toxic sequences

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

This contract is subject to renewal

Yes

Description of renewals

This Contract is being Let on a 3 year + 1 year basis

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.14) Additional information**

The number of envisaged suppliers for this Lot is 15

### **II.2) Description**

#### **II.2.1) Title**

Sub Lot 2.4 - Custom Gene synthesis (5001+ bp)

Lot No

Sub Lot 2.4

#### **II.2.2) Additional CPV code(s)**

- 24956000 - Peptones and protein substances
- 73000000 - Research and development services and related consultancy services

#### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

#### **II.2.4) Description of the procurement**

UKRI wish to put in place a framework for the purchase of a user selectable (via supplier engagement) range of Custom Gene Synthesis (5001 + bp).



For the above sub lot, a range of user selectable additional services should be available (but are not mandatory). This could include but is not limited to the following:

- Genes produced with additional synthetic Nucleotides (AGTC + XY)
- Custom vector production
- Codon optimized sequences - all species
- Site-directed mutagenesis
- Bacterial, yeast, Baculovirus and mammalian gene expression services
- Complex sequence synthesis - GC rich, AT rich, complex repeats & hairpin structures and toxic sequences

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

This Contract is being Let on a 3 year + 1 year basis

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.14) Additional information**

The number of envisaged suppliers for this Lot is 15

## **II.2) Description**

### **II.2.1) Title**

Sub Lot 3.1 - Gene Specific DNA Methylation

Lot No

Sub Lot 3.1

### **II.2.2) Additional CPV code(s)**

- 24956000 - Peptones and protein substances
- 73000000 - Research and development services and related consultancy services

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

### **II.2.4) Description of the procurement**

Sub Lot 3.1 - Gene Specific DNA Methylation

UKRI wish to put in place a Framework for the purchase of a range of Gene Specific DNA Methylation services are required to include, but not limited to:

- o Perform Bisulfite modification.
- o Perform PCR reactions.
- o Perform Pyrosequencing analysis.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

This Contract is being let on a 3 year + 1 year basis

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.14) Additional information**

The number of envisaged suppliers for this Lot is 15

### **II.2) Description**

#### **II.2.1) Title**

Sub Lot 3.2 - Global DNA Methylation

Lot No

Sub Lot 3.2

#### **II.2.2) Additional CPV code(s)**

- 24956000 - Peptones and protein substances
- 73000000 - Research and development services and related consultancy services

#### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

#### **II.2.4) Description of the procurement**

## Sub Lot 3.2 - Global DNA Methylation

UKRI wish to put in place a Framework for the purchase of a range of global DNA methylation services are required to include, but not limited to:

- o LC MS DNA-methylation analysis.
- o ELISA that enables the direct quantitation of genomic DNA methylation.
- o PCR based methods e.g.; Alu and LINE1.
- o Methylation sensitive restriction assays e.g.; luminometric methylation assay (LUMA).

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

This Contract is being Let on a 3 year + 1 year basis

### **II.2.10) Information about variants**

Variants will be accepted: No

### **II.2.11) Information about options**

Options: No

### **II.2.14) Additional information**

The number of envisaged suppliers for this Lot is 15

## **II.2) Description**

### **II.2.1) Title**

Sub Lot 3.3 - Allele Quantification

Lot No

Sub Lot 3.3

### **II.2.2) Additional CPV code(s)**

- 24956000 - Peptones and protein substances
- 73000000 - Research and development services and related consultancy services

### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

### **II.2.4) Description of the procurement**

Sub Lot 3.3 - Allele quantification

UKRI wish to put in place a Framework for the purchase of a range of Allele quantification services are required to include, but not limited to:

- o SNP detection and quantification.
- o Assay development for SNP detection and quantification from pooled DNA with a defined 100bp target region in murine DNA.
- o Validation of the above assay.
- o Sample testing if required for the above assay.

### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

This Contract is being Let on a 3 year + 1 year basis

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.14) Additional information**

The number of envisaged suppliers for this Lot is 15

### **II.2) Description**

#### **II.2.1) Title**

Sub Lot 4.1 - Synthesis of DNA Oligonucleotides

Lot No

Sub Lot 4.1

#### **II.2.2) Additional CPV code(s)**

- 24956000 - Peptones and protein substances
- 73000000 - Research and development services and related consultancy services

#### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

#### **II.2.4) Description of the procurement**

Sub Lot 4.1 - Synthesis of DNA oligonucleotides.

UKRI wish to put in place a framework for the purchase of a range of custom Oligonucleotide synthesis services including Custom DNA oligo's in tubes, plates and RNA/siRNA, to be user selectable via supplier engagement with a range of purification and modification options.

The production of custom user defined oligonucleotides in the following ranges are required (Inc. plates).

- 0.01UM bases standard
- 0.05UM bases standard
- 0.2UM bases standard
- 1.0UM bases standard
- 0.025 UM / 3OD
- Microtiter plates

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

This Contract is being Let on a 3 year + 1 year basis

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.14) Additional information**

The number of envisaged suppliers for this Lot is 15

### **II.2) Description**

#### **II.2.1) Title**

Sub Lot 4.2 - Synthesis of Custom RNA Oligo's (both Single and double stranded RNA oligoes, siRNA) the supply of siRNA Libraries and the production of custom SiRNA Libraries

Lot No

Sub Lot 4.2

#### **II.2.2) Additional CPV code(s)**

- 24956000 - Peptones and protein substances
- 73000000 - Research and development services and related consultancy services

#### **II.2.3) Place of performance**

NUTS codes

- UK - United Kingdom

#### **II.2.4) Description of the procurement**

Sub Lot 4.2 - Synthesis of Custom RNA oligo's (both Single and double stranded RNA oligoes, siRNA) the supply of siRNA Libraries and the production of custom SiRNA Libraries

UKRI wish to put in place a framework for the purchase of a range of custom Oligonucleotide synthesis services including Custom DNA oligo's in tubes, plates and RNA/siRNA, to be user selectable via supplier engagement with a range of purification and modification options.

The production of custom user defined oligonucleotides in the following ranges are required (Inc. plates).

- 0.01UM bases standard



- 0.05UM bases standard
- 0.2UM bases standard
- 1.0UM bases standard
- 0.025 UM / 3OD
- Microtiter plates

#### **II.2.5) Award criteria**

Price is not the only award criterion and all criteria are stated only in the procurement documents

#### **II.2.7) Duration of the contract, framework agreement or dynamic purchasing system**

Duration in months

48

This contract is subject to renewal

Yes

Description of renewals

This Contract is being Let on a 3 year + 1 year basis

#### **II.2.10) Information about variants**

Variants will be accepted: No

#### **II.2.11) Information about options**

Options: No

#### **II.2.14) Additional information**

The number of envisaged suppliers for this Lot is 15

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

### **III.1) Conditions for participation**

#### **III.1.2) Economic and financial standing**

Selection criteria as stated in the procurement documents

#### **III.1.3) Technical and professional ability**

Selection criteria as stated in the procurement documents

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## **Section IV. Procedure**

### **IV.1) Description**

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

Open procedure

#### **IV.1.3) Information about a framework agreement or a dynamic purchasing system**

The procurement involves the establishment of a framework agreement

Framework agreement with several operators

Envisaged maximum number of participants to the framework agreement: 180

#### **IV.1.8) Information about the Government Procurement Agreement (GPA)**

The procurement is covered by the Government Procurement Agreement: Yes

### **IV.2) Administrative information**

#### **IV.2.1) Previous publication concerning this procedure**

Notice number: [2023/S 000-024176](#)

#### **IV.2.2) Time limit for receipt of tenders or requests to participate**

Date

23 October 2023

Local time

10:00am

**IV.2.4) Languages in which tenders or requests to participate may be submitted**

English

**IV.2.6) Minimum time frame during which the tenderer must maintain the tender**

Duration in months: 3 (from the date stated for receipt of tender)

**IV.2.7) Conditions for opening of tenders**

Date

23 October 2023

Local time

11:00am

Place

Electronically via Jaggaer eSourcing Portal

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## **Section VI. Complementary information**

### **VI.1) Information about recurrence**

This is a recurrent procurement: No

### **VI.2) Information about electronic workflows**

Electronic ordering will be used

Electronic invoicing will be accepted

Electronic payment will be used

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

DO NOT APPLY DIRECTLY TO BUYER

All submissions will be assessed in accordance with the Public Procurement Regulations that apply to this opportunity.

Responses must be received by the date and time in the tender documentation; responses received outside of the deadline or not sent via the Jaggaer eSourcing portal will not be accepted or considered by the Contracting Authority further for this opportunity, unless a system outage is experienced, to which the Contracting Authority will advise upon accordingly. Interested organisations should ensure that they allow a sufficiency of time, prior to the deadline to allow all sections to be completed in full and any attachments to be uploaded.

As a user of the Jaggaer eSourcing Portal you will have access to the Jaggaer messaging service which facilitates all messages sent to you and from you, as well as other messages and updates in relation to any specific tender event. Please note that any and all information secured outside of the messaging service, shall have no Legal Standing, merit or worth and should not be relied upon by any organisation submitting a tender response.

Please note it is your organisations responsibility to access these messages on a regular basis to ensure you have sight of all relevant information applicable to this opportunity.

The Contracting Authority expressly reserves the right:

i. not to award any contract as a result of the procurement process commenced by publication of this notice; and

ii. to make whatever changes it may see fit to the content and structure of the procurement; and under no circumstances as part of your organisations participation in this opportunity, will the Contracting Authority be liable for any costs incurred by any organisation as a result. If the Contracting Authority decides to enter into a contract with any successful organisation(s), this does not mean that there is any guarantee of subsequent contracts being awarded. Any expenditure, work or effort undertaken prior to contract award is accordingly a matter solely for the commercial judgement of your organisation in doing so.

## About UK Shared Business Services

UK Shared Business Services Ltd (UK SBS) brings a commercial attitude to the public sector; helping our contracting authorities to improve efficiency, generate savings and modernise.

Where UK SBS is not named as the Contracting Authority within the documentation, UK SBS will be acting as an agent on behalf of the Contracting Authority.

Our broad range of expert services is shared by our customers. This allows our customers the freedom to focus resources on core activities; innovating and transforming their own organisations.

For full details of our partner base please review the following link:

<http://www.ukpbs.co.uk/services/procure/contracts/Pages/default.aspx>

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

### **VI.4.1) Review body**

UK Shared Business Services Ltd

Polaris House, North Star Avenue

Swindon

SN2 1FF

Email

[policy@ukpbs.co.uk](mailto:policy@ukpbs.co.uk)

Country

United Kingdom

Internet address

[www.uksbs.co.uk](http://www.uksbs.co.uk)

**VI.4.4) Service from which information about the review procedure may be obtained**

UK Shared Business Services Ltd

Polaris House, North Star Avenue

Swindon

SN2 1FF

Email

[policy@uksbs.co.uk](mailto:policy@uksbs.co.uk)

Country

United Kingdom