**Regulated Below-Threshold Tender**

Invitation to Tender – Response to Tender

A Support Service for Parents/Carers of Children and Young People Affected by or at risk of Extra-Familial Exploitation and/or who Repeatedly go missing in York and North Yorkshire

Ref. 2324-0223

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# Bidder Information

## Bidders are required to either:

## Complete and share their Supplier Information via the Government Central Digital Platform, or

## Complete the following table to provide your information as detailed in the Instructions to Bidders as part of their submission

## Bidders must provide complete, accurate and up-to-date information in accordance with either the questionnaire below or by submitting their Supplier Information on the Central Digital Platform. If information is incomplete or inaccurate, the bid may be excluded.

|  |  |  |
| --- | --- | --- |
| **No.** | **Question** | **Bidder Response** |
| 1 | What is your name? (Bidder’s legal name) | [Insert name] |
| 2 | Who is the contact for the purpose of this tender? Please provide contact details: | [Insert name]  [Insert email address]  [Insert contact number] |
| 3 | Are you registered on the Central Digital Platform? If yes, please provide your identifier.  *If* ***No,*** *go to* ***Question 4*** | [Insert Yes or No] |
| 3.1 | If you are registered on the Central Digital Platform, please confirm your unique identifier | [Insert Unique Identifier] |
| 3.2 | Please confirm you have submitted your up-to-date Supplier Information via share code or PDF?  *If* ***Yes****, go to* ***Question 7***  *If* ***No,*** *continue to* ***Question 4.*** | [Insert Yes or No]  [Confirm Share Code or PDF] |
| 4. | Please provide the following information: |  |
| 4.1 | Your company’s registered address. | [Insert address] |
| 4.2 | Registration number (company, partnership, charity, etc if applicable). | [Insert Registration No.] |
| 4.3 | Trading status (i.e. private limited company, sole trader, partnership etc.) | [Insert Trading Status] |
| 4.4 | Are you an SME (as per the definition in the Procurement Act, section 123(1)) | [Insert Yes or No] |
| 5. | Confirm your turnover for the past 3 years (if information is not available, please provide details as to why). | [Year 1]  [Year 2]  [Year 3 (current year)] |
| 6. | Do any of the exclusion grounds set out in Schedule 6 or 7 of the Procurement Act apply to you, your Connected Persons, Associated Persons or any subcontractors? (as defined in the Instructions to Bidders) | [Insert Yes or No]  [If Yes, provide details] |
| 7. | Are you, or any of the subcontractors you intend to deliver this contract, on the debarment list? | [Insert Yes or No]  [If Yes, provide details] |
| 8. | Please confirm if you are bidding as a single supplier (with or without sub-contractors) or as part of a group or consortium. | [Insert Yes or No]  [If Yes, provide details] |

# 

# Gateway Questions

## Bidders must complete the table below, answering “Yes” or “No” to each of the questions.

## Please note that answering “No” to one or more of these questions will result in a “fail”, meaning that the Bidder’s tender will not be considered any further. Failure to answer one or more questions may also result in a “fail”.

|  |  |  |
| --- | --- | --- |
| **Ref.** | **Gateway Question** | **Assessment Criteria** |
| **1.** | If successful, can you confirm that your organisation will be victim-led and work on an outreach basis if required? | [Yes / No] |
| **2.** | If successful, can you confirm that your organisation will use the Case Management System as per section 9.13 of the specification? | [Yes / No] |
| **3.** | Do you have in place the policies listed in section 9.34 of the specification or are you willing to put them in place if you are to be awarded the contract? | [Yes / No] |
| **4.** | Do you agree to comply with the requirements of the vetting and DBS process as per the requirements of section 9.25.6 of the specification? | [Yes / No] |
| **5.** | Do you agree to comply with the requirement that only secure email is used when communicating under this contract as per section 9.15.3 of the specification. | [Yes / No] |
| **6.** | Confirm you comply with the requirements of the Security Standards Agreement (see Appendix 5)    *Please note that this form will become part of the final contract* | [Yes / No] |
| **7.** | Can you comply with the requirements of the Draft ISA  (see Appendix 3).    *Please note that these are draft templates and are subject to change in line with the new Data Protection Legislation requirements.* | [Yes / No] |
| **8.** | Please confirm that you comply with the Terms and Conditions of the Contract, including the Special Conditions relating to Safeguarding Vulnerable Adults (see Appendix 1) | [Yes / No] |
| **9.** | All contractors (including sub-contractors) operating on NYP or NYFRS sites need to operate to the respective Code of Ethics, which can be found at [Ethics and standards | North Yorkshire Police](https://eur02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.northyorkshire.police.uk%2Fpolice-forces%2Fnorth-yorkshire-police%2Fareas%2Fabout-us%2Fabout-us%2Fethics-and-standards%2F&data=05%7C02%7CPatricia.Green%40northyorkshire.police.uk%7C07a8d799282a41a43a5308dd0e577c03%7C2c84bc9193af476e9721cdad67cb3ead%7C0%7C0%7C638682491093152998%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=RZgh1M3xKfdjpo4KNBmHU45KdpgLSG121urqTwJ3H9g%3D&reserved=0) and [Vision and Core Code of Ethics - North Yorkshire Fire & Rescue Service (northyorksfire.gov.uk)](https://eur02.safelinks.protection.outlook.com/?url=https%3A%2F%2Fwww.northyorksfire.gov.uk%2Fabout-us%2Fwho-and-what%2Fvision-and-values%2F&data=05%7C02%7CPatricia.Green%40northyorkshire.police.uk%7C07a8d799282a41a43a5308dd0e577c03%7C2c84bc9193af476e9721cdad67cb3ead%7C0%7C0%7C638682491093165710%7CUnknown%7CTWFpbGZsb3d8eyJFbXB0eU1hcGkiOnRydWUsIlYiOiIwLjAuMDAwMCIsIlAiOiJXaW4zMiIsIkFOIjoiTWFpbCIsIldUIjoyfQ%3D%3D%7C0%7C%7C%7C&sdata=orQNyD8ZMuOuuIqLexkO%2BmYT2A8mY%2BnCYCve6zgzQJk%3D&reserved=0) Please confirm your organisation will agree to this. | [Yes / No] |
| **10.** | All contractors and sub-contractor employees need to be employed on or at least the National Minimum or National Living Wage, where applicable. Please confirm your acceptance of this. | [Yes / No] |

## Please note that, if answering “Yes” to a question, evidence will be required (if applicable) should the Bidder be identified as the Highest Scoring Bidder

# Quality [90%]

## Quality is comprised of Technical Questions, Social Value and Business Continuity, and will be assessed based on the methodology provided in the Instructions to Bidders.

## The total weighting for Technical Questions is **76%**

The sub-criteria for the Technical Questions are as follows:

|  |  |
| --- | --- |
| Delivery Model | 14% |
| Parent/Carers Journey | 12% |
| Joint Working | 8% |
| Awareness and Engagement | 7.5% |
| Tailored Support | 4% |
| Safeguarding | 3% |
| Staff Wellbeing | 3% |
| Awareness and Referral Pathways | 6% |
| Prevention and Early Intervention | 8% |
| Training and Development | 3% |
| Implementation | 7.5% |

## The total weighting for Social Value Questions is **10%**

## The total weighting for Business Continuity Questions is **4%**

## Bidders will be required to submit responses to each of the following questions in the template below to demonstrate how their proposals will meet the Specification as provided in the ITT Statement of Requirements. Where a Section contains more than one question, the relevant % weighting of that question is listed in the template.

## Unless otherwise stated, your response to each question must be in the form of a method statement, which must be provided in the template below. Your statements should be concise, in a minimum 11-point font and no more than the identified word count per question, excluding any diagrams. You may expand the text boxes in the template to fit your response.

**Response Template – for Completion by Bidders**

**A) Technical Questions (total weighting 76%)**

|  |  |  |  |
| --- | --- | --- | --- |
| **TECHNICAL QUESTIONS** | | **Weighting:**  **76%** | **Score Available** |
| **Q11** | **Delivery Model**  Please describe your organisations delivery model to meet the needs of the specification within the financial envelope, by completing the table below to confirm your organisations service level offer, and by responding to the following questions: | |  |
| Provider Service Level Offer: | | | |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | **Keyworker salary bracket** | **Keyworker FTE / hours per week** | **Caseload per 0.6 FTE at any one time** | **Cases per year** | | **Expected Service Level Offer as per Specification** |  | **1.2/37** | **15** | **60** | | **Provider Service Level Offer** |  |  |  |  | | | | |
| **(a)** | If under or over service level expectation, please provide rationale for this.  (2.5% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **(b)** | Please describe how you will meet the requirement of targeting four schools per annum to carry out prevention & early intervention work.  (2.5% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **(c)** | Please detail where staff will be based by town/city and/or area of coverage and the rationale for this.  (2.5% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **(d)** | Please provide an organisational structure chart of direct service delivery staff and rationale for roles staff will play, including any roles with managerial responsibilities.  (2.5% of available marks)  (Word Count 250)  *Please note the organisational chart is in addition to the allocated word count. The chart must be on one single-sided A4 sheet of paper in 11-point font.* | | 5 |
|  | Response: | |  |
| **(e)** | Please detail your approach to both regular and out of hours arrangements.  (2% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **(f)** | Please provide an overview of the indirect Management, Business Governance and Support roles i.e. HR, Finance, etc.  (2% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **Q12** | **Parent/Carers Journey**  In line with the requirements of the service specification, please describe the parents/carers journey from first contact with the service, through the full case-management process to service exit, by responding to the following questions: | |  |
| **(a)** | How you will make first contact to engage parents/carers into the service and how you will assess, review, and support their needs, in a trauma-informed way.  (2% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **(b)** | How you will maintain parent/carer engagement with the service, in a trauma-informed way.  (2% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **(c)** | The interventions that may take place with the carer/parent.  (2% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **(d)** | How you will measure and ensure parent/carer satisfaction.  (2% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **(e)** | How you will support parents/carers who are going through a criminal justice process, from the point of making a report to the police, through the investigation period, to a court hearing and support post-trial.  (2% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **(f)** | How you will prepare parents/carers for exiting the service.  (2% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **Q13** | **Joint Working**  Please describe how you will develop and maintain effective joint working arrangements with key partners and advocate on behalf of parents/carers to ensure their voices are heard, with reference to each of the following: | |  |
| **(a)** | Children and Families Services, including Children’s Social Care.  (2% of available marks)  (Word Count 300) | | 5 |
|  | Response: | |  |
| **(b)** | North Yorkshire Police.  (2% of available marks)  (Word Count 300) | | 5 |
|  | Response: | |  |
| **(c)** | Educational Settings.  (2% of available marks)  (Word Count 300) | | 5 |
|  | Response: | |  |
| **(d)** | Other relevant services and agencies.  (2% of available marks)  (Word Count 300) | | 5 |
|  | Response: | |  |
| **Q14** | **Awareness and Engagement**  By answering the following questions, please describe your organisation’s proposed approach to identifying and engaging parents/carers that aren’t already known to services both to support, and to raise awareness of exploitation. | |  |
| **(a)** | How you will identify these parents/carers.  (1.5% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **(b)** | Where geographically you will focus activity, how and why.  (1.5% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **(c)** | How you will engage with underrepresented communities.  (1.5% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **(d)** | Which organisations / agencies you will engage with, how and why.  (1.5% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **(e)** | How you will work with partners to receive intelligence.  (1.5% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **Q15** | **Tailored Support**  Please describe how you will provide a tailored and bespoke package of support to parents, including those parents/carers within the groups listed in section 5.13.6 of the service specification.  (4% of available marks)  (Word Count 800) | | 5 |
|  | Response: | |  |
| **Q16** | **Safeguarding**  Please detail how you will ensure the safeguarding of parents/carers and their children under this contract, by detailing the following: | |  |
| **(a)** | An overview of your risk assessment process.  (1.5% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **(b)** | Which agencies you would liaise with / refer to and at which point.  (1.5% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **Q17** | **Staff Wellbeing**  Please describe how your organisation will ensure the wellbeing of staff delivering this service, with reference to the following: | |  |
| **(a)** | Staff supervision policy/process/procedure.  (1% of available marks)  (Word Count 200) | | 5 |
|  | Response: | |  |
| **(b)** | Lone working policy/process/procedure.  (1% of available marks)  (Word Count 200) | | 5 |
|  | Response: | |  |
| **(c)** | Home working policy/process/procedure.  (1% of available marks)  (Word Count 200) | | 5 |
|  | Response: | |  |
| **Q18** | **Awareness and Referrral Pathways**  Please describe how you will effectively promote, increase awareness, and establish clear referral pathways into service, with reference to: | |  |
| **(a)** | Partnership working.  (2% of available marks)  (Word Count 500) | | 5 |
|  | Response: | |  |
| **(b)** | Self-referrers.  (2% of available marks)  (Word Count 500) | | 5 |
|  | Response: | |  |
| **(c)** | Please provide a promotion / communications plan.  (2% of available marks)  (Word Count 500) | | 5 |
|  | Response: | |  |
| **Q19** | **Prevention and Early Intervention**  Please describe your organisation’s proposed approach to targeted prevention and early intervention, with reference to the following: | |  |
| **(a)** | Working with educational settings.  (2% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **(b)** | Why targeting educational settings with high rates of suspensions and permanent exclusions is important.  (2% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **(c)** | Working effectively with members of the Prevention and Early intervention working group.  (2% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **(d)** | A description of any proposed interventions.  (2% of available marks)  (Word Count 250) | | 5 |
|  | Response: | |  |
| **Q20** | **Training and Development**  Please describe your organisations approach to training and development and how you will ensure you have sufficiently trained and qualified staff/volunteers that meets the requirements of the specification, by responding to the following questions: | |  |
| **(a)** | How you will ensure staff will be suitably qualified and experienced to support parents/carers with specific needs including those victims and survivors within the groups listed of the service specification.  (1.5% of available marks)  (Word Count 500) | | 5 |
|  | Response: | |  |
| **(b)** | How you will train, performance manage and ensure the continuous improvement/development of staff and volunteers.  (1.5% of available marks)  (Word Count 500) | | 5 |
|  | Response: | |  |
| **Q21** | **Implementation**  Please provide detailed implementation plans and/or Gantt charts in a table format showing how the service will be mobilised from 1st April 2026 alongside any supporting narrative.  *Please note that the implementation plans are included in the allocated word count.*  As a minimum, include in your tables: | |  |
| **(a)** | Key Milestone Dates, broken down by Month as a minimum.  (2.5% of available marks)  (Word Count 500) | | 5 |
|  | Response: | |  |
| **(b)** | Actions to be completed with identified owners (job role).  (2.5% of available marks)  (Word Count 500) | | 5 |
|  | Response: | |  |
| **(c)** | Key Risks with proposed Mitigation  (2.5% of available marks)  (Word Count 500). | | 5 |
|  | Response: | |  |
| **Total Score Available for this Section** | | | **195** |
| **B) Social Value Questions (total weighting 10%)** | | |  |
| **SOCIAL VALUE** | | **Weighting:**  **10%** | **Score Available** |
| **Q22** | Employees on the contract will be provided access to comprehensive and multidimensional wellbeing programmes for at least 12 months. Please describe how you will meet this requirement.  (2.5% of available marks)  (Word Count 300) | | 5 |
|  | Response: | |  |
| **Q23** | Employees on the contract to be paid at least the relevant Real Living wage as specified by Living Wage foundation. Please describe how you will meet this requirement.  (2.5% of available marks)  (Word Count 300) | | 5 |
|  | Response: | |  |
| **Q24** | Policies and programmes in place to achieve net zero carbon, including monitoring plan with specific milestones. Please describe how you will meet this requirement.  (2.5% of available marks)  (Word Count 300) | | 5 |
|  | Response: | |  |
| **Q25** | Innovative measures to enable healthier, safer and more resilient communities to be delivered on the contract - these could be e.g. co-designed with stakeholders or communities, or aiming at delivering benefits while minimising carbon footprint from initiatives, etc. Please describe how you will meet this requirement.  (2.5% of available marks)  (Word Count 300) | | 5 |
|  | Response: | |  |
| **Total Score Available for this Section** | | | **20** |

**C) Business Continuity (total weighting 4%)**

|  |  |  |  |
| --- | --- | --- | --- |
| **BUSINESS CONTINUITY**  North Yorkshire Police as Category One responders are required by the Civil Contingencies Act 2004, to have a Business Continuity Management (BCM) system in place. Through the full application of this system, each Force has identified their Mission Critical Functions, together with the Departments and critical resources that support these. BCM plans are now in place for these areas of business, to ensure the continuous provision of those functions and to mitigate disruption.  BCM is a critical area of business within each Force, therefore where it is necessary to procure goods or services that underpin these Critical Functions from external suppliers, documentary evidence will be required from them of their BCM processes and plans, that ensures the continuous provision of that product or service. | | **Weighting: 2%** | **Score Available** |
| **Q26** | Please demonstrate how you will apply Business Continuity Management to ensure the continuous provision of this service?  As part of your response, you must provide copies of your Business Continuity policy and plan(s); and explain how your business will continue, in the event of you experiencing a disruption.  Ensure your answer covers as a minimum the following:   * The activities that are essential for the delivery of your service, and how did you identify these; * A summary of how your company would operate following a loss of or disruption to key resources including (but not limited to) staff, IT systems, communication systems, utilities, premises, equipment, fuel, suppliers, etc; * An explanation that all your critical IT systems and data are backed up and readily available off site with disaster recovery procedures in place to restore them; * A description of the business continuity roles and responsibilities of your key personnel and documentary evidence that these are clearly defined; and   The procedures you have in place to ensure immediate and regular communication with your customers and key stakeholders following any disruption.   * A description of the validation arrangements in place for business continuity plans including review, exercise and updates within the last 12 months.   NOTE - A redacted version of the business continuity plan is acceptable as long as it covers the aspects identified above.  (2% of available marks)  (Word Count 500) | | 5 |
|  | Response: | |  |
| **Total Score Available for this Section** | | | **5** |
| **SUPPLY CHAIN RESILIENCE** | | **Weighting: 1%** | **Score Available** |
| **Q27** | Outline your process for assessing the resilience of your key suppliers and service providers; and  Detail any contingencies that you have in place should you experience a loss or unavailability of their product or service  (1% of available marks)  (Word Count 300) | | 5 |
|  | Response: | |  |
| **Total Score Available for this Section** | | | **5** |
| **RISK MANAGEMENT** | | **Weighting: 1%** | **Score Available** |
| **Q28** | Explain how your company identifies and mitigates the risk of disruption?  Please provide an example of where you have identified and mitigated against potential disruption and a copy of your risk management policy and/or guidance documents to support your response.  (1% of available marks)  (Word Count 300) | | 5 |
|  | Response: | |  |
| **Total Score Available for this Section** | | | **5** |

# Suitability Questions

4.1 Bidders must meet the criteria to Pass each of the requirements below, and be able to provide evidence of this when requested by the contracting authority prior to contract award, otherwise your bid will be excluded.

|  |  |  |
| --- | --- | --- |
| **No.** | **Suitability Question** | **Bidder Response** |
| 1 | **Financial Capacity:** Assessment is based on the adequacy of the Bidders financial standing.  The Authority will undertake credit checks via a third-party Financial Organisation to check on the Bidder’s credit rating the risk score. The report will be obtained on or after 31st October 2025. If the financial risk score is less than 51 or no financial risk score is available, then we will request and assess your audited accounts / alternative means of demonstrating financial status.  Failure to complete question(s) in full, provide additional information on reasonable request or demonstrate adequate financial standing will result in the tender being excluded | |
| 2 | **Insurance:** Do you have, or agree to get, the following insurance(s) required to deliver the contract:   1. Employer’s (Compulsory) Liability Insurance\* = £10m 2. Public Liability Insurance = £10m 3. Professional Indemnity Insurance = £2m 4. Product Liability Insurance = N/A 5. Cyber Insurance = £1m   \*There is a legal requirement for certain employers to hold Employer’s (Compulsory) Liability Insurance of £5 million as a minimum. See the Health and Safety Executive website for more information: [www.hse.gov.uk/pubns/hse39.pdf](http://www.hse.gov.uk/pubns/hse39.pdf).  Bidders must confirm they have insurance(s) or agree to get them if their tender is successful. Failure to do so will result in a fail and the tender being rejected. | [Insert Yes or No]  [Insert Yes or No]  [Insert Yes or No]  [Insert Yes or No]  [Insert Yes or No]  [Confirm which, if any, insurances you currently have in place, and the associated values] |
| 3 | **Information Governance:** The parties acknowledge their respective compliance obligations arising under the General Data Protection Regulation 2018 (GDPR), Data Protection Act 2018, Human Rights Act 1998, Freedom of Information Act 2000, and under the Common Law Duty of Confidentiality. | Yes  No |
| 4 | **Modern Slavery:** Are you a relevant commercial organisation as defined in Section 54 (“Transparency in supply chains etc.”) of the Modern Slavery Act 2015 (“the Act”)? | Yes  No |
| 5 | **Modern Slavery** If you have answered **YES** to Question 4 are you compliant with the annual reporting requirements contained within Section 54 of the Act 2015? | Yes  No |
| 6a | **AI Disclosure Question**: Have you used AI or machine learning tools, including large language models to assist in any part of your ITT submission? This may include using these tools to support the drafting of responses to Award questions | Yes  No |
| 6b | If you have answered **YES** to Question 6a where AI tools have been used to support the generation of RFQ responses, please confirm that they have been checked and verified for accuracy | Yes  No |
| 7 | **Relevant Experience & Contract Examples:** | |
| Please complete the table(s) below to provide *at least two* examples of delivering a previous relevant contract, or an explanation as to why this can’t be provided. Bidders must demonstrate adequate experience in their response, or will receive a fail and the tender will be excluded. | |
| |  |  |  |  | | --- | --- | --- | --- | |  | **Contract 1** | **Contract 2** | **Contract 3** | | **Name of customer**  **organisation who**  **signed the contract** | [Insert all details] | Insert all details] | Insert all details] | | **Name of supplier**  **who signed the**  **contract** |  |  |  | | **Point of contact in**  **the customer’s**  **organisation** |  |  |  | | **Position in the**  **customer’s**  **organisation** |  |  |  | | **Email address** |  |  |  | | **Description of**  **contract** |  |  |  | | **Contract start date** |  |  |  | | **Contract completion date** |  |  |  | | **Estimated contract**  **value** |  |  |  | |  |  |  |  | | [If you cannot provide at least two examples of previous contracts that are relevant to the requirement, in no more than 500 words please provide an explanation for this and how you meet the conditions of participation relating to technical ability – e.g. your organisation is a new start-up or you have provided services in the past but not under a contract.] | | | | | [Insert information where relevant] | | | | | |

# 

# Certificate and Declaration

## I/We hereby certify that all information supplied in relation to this Tender is accurate to the best of my/our knowledge and I/we accept the conditions and undertakings requested in the application I/we understand that false information could result in my/our exclusion from The contracting authority’s future procurement opportunities.

## I/We also understand that it is a criminal offence, punishable by imprisonment, to give, or offer any gift or consideration whatsoever, as an inducement or reward, to any servant of a public body, and that any such action will empower the contracting authority to cancel any contract currently in force, and may result in my/our exclusion from the contracting authority’s future procurement opportunities.

## I/We understand that The contracting authority, or their agents, will not accept any charges by the Bidder, its sub-contractors or any other party for:

## work in responding to this Invitation to Tender

## or any other associated activity

## I/We understand that this Tender, is not in any way binding and is not a commitment to enter into contract with the Bidder (you), or involve The contracting authority in any financial commitment whatsoever in this respect. The Bidder is also advised that The contracting authority does not bind itself to accept any of the submitted documents in whole, or in part.

## I/We declare that the Bidder has fulfilled its obligations relating to the payment of taxes under the law of any part of the United Kingdom, or of the relevant State in which the economic operator is established.

## I/We declare that as the Bidder we are not in any of the situations as outlined in Schedules 6 and 7 of the Procurement Act 2023 (Mandatory and Discretionary exclusion criteria).

## I/we declare that we have considered all requirements within this Invitation to Tender and should we be identified as the Highest Scoring Bidder following the tender evaluation process we agree to submit supporting evidence within 5 working days of the initial request.

## The parties hereto acknowledge and agree that any information requested under the Freedom of Information Act 2000 may be disclosed, provided such disclosure is appropriate and in accordance with the said Act.

## I/We hereby apply for consideration in connection with the York and North Yorkshire Youth Commission for the contracting authority and confirm that I am/we are prepared to answer any questions relating to this Tender, if so required.

|  |  |  |  |
| --- | --- | --- | --- |
| **Signed:** |  | **Date:** |  |
| **Name (Block Capitals):** |  | | |
| **For, and on behalf of:** |  | | |
| **Position in Company:** |  | **Telephone Number:** |  |
| **Email Address:** |  | | |