

National Highways Limited

Scheme Delivery Framework 2 (SDF2)

Conditions of Participation (CoP) Guidance

Revision History

Amend. No.	Revision number	Amendments	Initials	Issue date
0	0	Conditions of Participation issue	RC	Sept 2025

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1. INTRODUCTION TO THE CONDITIONS OF PARTICIPATION

1.1. Definitions

- 1.1.1. Unless the context otherwise requires, words and phrases used in this guidance document and within the Procurement Specific Questionnaire (PSQ) shall have the meaning set out in Table 1.

Table 1 – Definitions

Term	Definition
Act	The Procurement Act 2023. https://www.legislation.gov.uk/ukpga/2023/54/contents
Applicant (or “You/Your”)	The body or legal entity completing the Procurement Specific Questionnaire (PSQ) and bidding for this Framework. In the case of a Joint Venture or Consortium it is the legal entity responsible for submitting the PSQ on behalf of such Joint Venture or Consortium.
Associated Company	A company or body corporate related to another through common control or ownership. Has the meaning given in section 256 of the Companies Act 2006.
Associated Person(s)	Has the meaning in section 26(4) of the Act being a person that the Applicant is relying on to satisfy the Conditions of Participation (i.e. any Consortium member relied upon for a technical response) but not a person who is to act as a guarantor as described in section 22(9) of the Act.
Authority	National Highways Limited or anyone acting on behalf of National Highways Limited that is seeking to invite suitable Applicants to participate in this procurement process.
Band(s)	In reference to the Scheme Delivery Framework 2, Bands are predefined value and/or scope thresholds used to group procurement Lots based on factors such as: - Contract size or value - Project complexity or risk - Main scope/specialism (e.g. Tunnels, Traffic management)

Term	Definition
	as more fully described in section 5.1 of the Information Memorandum.
Cabinet Office	The ministerial department of the Government in the United Kingdom bearing that name.
Central Digital Platform (CDP)	The online system referenced in the Act and defined in regulations 4 and 5(2) of the Regulations as the central digital platform established by the Minister for the Cabinet Office and which may be accessed on [https://www.gov.uk/find-tender] .
Common Assessment Standard (CAS)	The question set and desktop assessment standard designed by Build UK for use by construction companies in the UK.
Conditions of Participation (CoP)	The legal and financial capacity and technical ability thresholds set by the Authority that must be met by the Applicant to participate in the procurement process.
Conditions of Participation (CoP) Amendment	Any changes made by the Authority in relation to the PSQ or associated documents.
Connected Person or Persons	The person or persons exercising (or having a right to exercise) significant influence or control over the supplier as well as those over which the supplier exercises (or has the right to exercise) significant influence or control and includes: (a) a person with “significant control” over the supplier (within the meaning given by section 790C(2) of the Companies Act 2006 (“CA 2006”)); (b) a director or shadow director of the supplier; (c) a parent company undertaking or a subsidiary undertaking of the supplier; (d) a predecessor company; (e) any other person who it can reasonably be considered stands in an equivalent position in relation to the supplier as a person within paragraph (a) to (d);

Term	Definition
	(f) any person with the right to exercise, or who actually exercises, significant influence or control over the supplier; (g) any person over which the supplier has the right to exercise, or actually exercises, significant influence or control.
Consortium	Is a group of economic operators tendering together as part of this procurement process including a lead entity; any proposed Joint Venture partner, and/or other Associated Persons
Contract	The public contract to be entered between National Highways and the successful Tenderers for the provision of SDF2 services.
Debarment List	The list of excluded or excludable suppliers published by ministers in line with section 62 of the Act.
Dun & Bradstreet (D&B) report	The D&B comprehensive business credit report containing D&B scores and ratings which are produced using a combination of mathematical modelling, expert rules, skilled business analysis and experience of insolvency trends.
Economic and Financial Standing Test (EFST)	Means the test as described in paragraph 3.5 below.
Framework Agreement	The public contract to be entered between National Highways and the successful Tenderers for the provision of SDF2 service.
Framework Information	The Framework Information (FI) refers to the content that defines how the supplier and Authority will work together under the Framework, including how call-off contracts will be awarded and managed. It essentially sets the stage for the relationship and procedures for future specific projects (call-offs) within the Framework.
Framework Mobilisation	Framework Mobilisation are the framework duties described in the Framework Information which suppliers are required to deliver within the relevant mobilisation periods.
Guarantor	The body corporate or legal entity that has been accepted by the Authority to provide a parent company guarantee (PCG) or other form of financial security.

Term	Definition
Intended Subcontractor	The sub-contractor or sub-contractors (at all tiers of the supply chain) the Applicant intends to use for the performance of all, or part of any contract awarded through this procurement (the identification of which is required by section 28(1)(a) of the Act), including but not limited to any Associated Persons.
Invitation to Tender (ITT)	The Invitation to Tender treat sent to a shortlist of bidders (selected via the CoP) to make a formal and detailed offer to supply the works, services or goods required in accordance with the Framework.
ISO Standards (ISO)	A set of internationally recognised guidelines and specifications developed by the International Organisation for Standardisation (ISO).
Joint Venture	Where the Applicant and any Associated Person intend to deliver the Framework Agreement and any Work Orders together either through incorporation of a new vehicle or through joint and several liability under the Framework Agreement.
Joint Venture Partner	The entity with whom an Applicant intends to form a Joint Venture if successful in this procurement.
Large Contractor	Defined as above the thresholds outlined in the definition of Small, Medium Enterprises (SME). See link below to the Department for Transport guidance: https://www.gov.uk/government/publications/department-for-transport-actions-for-improving-business-opportunities-for-small-and-medium-enterprises/dft-actions-for-improving-business-opportunities-for-smes
Lot(s)	Lot(s): Refers to one of the thirteen scope descriptions in Table 4 of section 4 Scope of the Information Memorandum. Lots may be sub-divided into geographical Sublots and are more described in section 5.2. Geographical Lots of the Information Memorandum.

Term	Definition
Micro-business (Micro-entity)	A company that qualifies as a micro-entity by satisfying the qualification conditions within the meaning given in section 384A Part 15 of the Companies Act 2006: • Turnover - Not more than £1 million • Balance sheet total - Not more than £500,000 • Number of employees - Not more than 10. See link below to the Department for Transport guidance: https://www.gov.uk/government/publications/department-for-transport-actions-for-improving-business-opportunities-for-small-and-medium-enterprises/dft-actions-for-improving-business-opportunities-for-smes
National Highways eSourcing Portal	The portal used for submission of tenders for this procurement and any supporting documentation, and the submission of tender queries, clarifications or any other communication between Applicants and National Highways.
Parent Company	A parent undertaking within the meaning given under section 1162 of the Companies Act 2006. https://www.legislation.gov.uk/ukpga/2006/46/section/1162
Pavement Delivery Framework (PDF)	National Highways Pavement Delivery Framework for the supply of surfacing and pavement construction operations which is due to end in December 2027.
Procurement Policy Note (PPN)	A Procurement Policy Note issued by the Cabinet Office provides non-statutory rules relating to public sector procurement. https://www.gov.uk/government/collections/procurement-policy-notes.
Procurement Review Service	The Public Procurement Review Service forming part of the Cabinet Office and responsible for investigating public sector procurement processes pursuant to s108 of the Act.
Procurement Specific	The Authority's Procurement Specific Questionnaire that all Applicants are required to answer to demonstrate they meet the requisite level of experience, technical ability and legal and financial

Term	Definition
Questionnaire (PSQ)	standing and used by the Authority to shortlist Applicants for the Invitation to Tender stage of this procurement process.
Regulations	The Procurement Regulations 2024 (SI 2024/692). https://www.legislation.gov.uk/uksi/2024/692/contents
Road Investment Strategy (RIS)	A government-led framework setting out long-term plans, funding, and performance targets for England's Strategic Road Network, delivered in five-year investment periods by National Highways.
Scheme Delivery Framework (SDF)	National Highways Scheme Delivery Framework for the maintenance, repair and renewals construction works on England's Strategic Road Network (SRN) and which framework is due to end in September 2027.
Scheme Delivery Framework 2 (SDF2) ("Framework")	National Highways Scheme Delivery Framework for the maintenance, repair and renewals construction works on England's Strategic Road Network (SRN) and which framework is due to start in September 2027, and which is the subject of this procurement process.
Small, Medium Enterprises (SME)	A company that qualifies as a small or medium enterprise by satisfying the qualification conditions within the meaning of (as applicable) sections 382 to 284 or section 465(5) of Part 15 of the Companies Act being: (a) for a small enterprise: • Turnover [Not more than £15 million] • Balance sheet total [Not more than £7.5 million] • Number of employees [Not more than 50]. (b) for a medium enterprise: • Turnover [Not more than £54 million] • Balance sheet total [Not more than £27 million] • Number of employees [Not more than 250] See link below to the Department for Transport guidance: https://www.gov.uk/government/publications/department-for-transport-actions-for-improving-business-opportunities-for-small-and-

Term	Definition
	medium-enterprises/dft-actions-for-improving-business-opportunities-for-smes
Special Purpose Vehicle (SPV)	A legal entity (such as a limited company or limited liability partnership) created for a specific business purpose.
Strategic Road Network (SRN)	England's motorways and major A-roads managed by National Highways.
Sublot	Sublot means part of a Lot which covers a particular Region of England or the North or South as more fully described in section 5.2 of the Information Memorandum.
Urgent Works	Urgent Works are such works or services that arise as follows: If an unforeseen circumstance or emergency arises, the <i>Client</i> can, with agreement from a Framework supplier (appointed to any Sublot) instruct a Framework supplier, to carry out any works or services which are • within the scope of the relevant Sublot's overall Lot, • but outside the geographical area of the Region, the North or the South are covered by such Sublot.
Work Order	Work Order means a call-off contract to be entered into between the Authority and the supplier in accordance with the Framework Agreement .

1.2. Purpose of the procurement

- 1.2.1. Scheme Delivery Framework 2 (SDF2) will be National Highways' replacement for the Scheme Delivery Framework (SDF) and the Pavement Delivery Framework (PDF). SDF and PDF are made up of suppliers from different specialist disciplines who work collaboratively to deliver network improvement and maintenance schemes in all regions of England. SDF2 will enable National Highways to deliver renewals and small improvements across a range of activities, including substantial civil and structural works, pavement, barriers and drainage, traffic management activities and design services for a range of projects.
- 1.2.2. Additional information is provided for the procurement of the SDF2 in the following documents:

- An Information Memorandum accessible via the National Highways eSourcing Portal provides information on the SDF2, such as its scope, commercial model, and the Lots and Sublots under the Framework. Applicants are advised to familiarise themselves with this information and terminology.
- Annex E (found in National Highways eSourcing Portal) provides information on the bidding rules and award rules that apply.
- Annex G (found in National Highways eSourcing Portal) provides information on the preferencing procedure to be applied for the award of Lots and Sublots under the Framework.
- [Appendix 1](#) of this CoP guidance document provides information on the number of positions available within the Lots and Sublots under the Framework.

1.3. Introduction to the document

- 1.3.1. The Procurement Specific Questionnaire (PSQ) and this guidance document have been drafted in alignment with the Act and the Regulations. This CoP guidance document provides instructions on how to complete the PSQ and outlines the conditions of participation including the thresholds to be met for the shortlisting of Applicants for the next procurement stage of the SDF2. This guidance document should be read in conjunction with the PSQ on the National Highways eSourcing Portal which can be found in PQQ_105. A printable copy has been provided in Annex M for reference only.
- 1.3.2. Applicants may only contact the Authority during the procurement period through the National Highways eSourcing Portal, unless an Applicant is unable to access it, in which case they must contact the Procurement Team by email. The email address is procurement_sdf2@nationalhighways.co.uk. There should be no direct contact by Applicants with the Authority or its advisers, consultants or contractors unless this is expressly agreed in advance by the Authority or expressly permitted by this guidance document.

1.4. Structure

- 1.4.1. The PSQ is structured into 19 parts.
- 1.4.2. Parts 1 to Parts 18 can be found on the National Highways eSourcing Portal PQQ_105 in the Qualification Envelope.
- Part 1 – Core Supplier Information and Bidding Model:
 - P1-1 to P1-3 and P1-5 – confirmation that the Applicant has registered on and submitted and shared their core supplier information via the Central Digital Platform (CDP).

- P1-4 – confirmation of the Lot(s) and Sublot(s) the Applicant is bidding for by completing Annex F (Lot Preference Form).
 - P1-7 – confirmation of group company structure by completing Annex B (Group Structure and Associated Companies).
 - Part 2 – Additional Exclusions Information:
 - P2A-1 to P2A-4 – identification of Your Associated Person(s); and confirmation that each Associated Person's: basic information, Connected Person or Persons, and exclusion grounds information has also been shared (via the CDP).
 - P2B-1 to P2B-2 – confirmation of Your Intended Subcontractor(s).
 - Part 3 to Part 17 – consists of questions relating to Conditions of Participation, including:
 - questions aligning to the Common Assessment Standard (CAS), requirements of central government departments, their executive agencies and non-departmental public bodies (relating to PPNs), and financial requirements specific to this procurement.
 - Part 18 – confirmation that the information You have submitted in the PSQ is accurate.
- 1.4.3. Part 19 can be found on the National Highways eSourcing Portal PQQ_106 to PQQ_118 Technical Envelopes. Part 19 are scored professional and technical ability questions specific to SDF2 (in the Lot technical envelope).
- 1.4.4. Applicants are required to respond to the professional and technical ability questions in the Lot Specific PQQs, depending on the Lot/Sublot Applicants are bidding for. Please refer to Part 19 of the PSQ.

Table 2 – PSQ eSourcing Portal References

Lot Code	Lot Name	eSourcing Reference	Portal
N/A	Framework level – Conditions of Participations documents, Queries and responses, and framework level submissions	PQQ_105	
1	Lot 1 Main Contractor	PQQ_106	
2	Lot 2 General Civils, Drainage and Concrete	PQQ_107	
3	Lot 3 Pavement	PQQ_108	
4	Lot 4 Tunnels	PQQ_109	

5.1	Lot 5.1 Technology Design	PQQ_110
5.2	Lot 5.2 Design	PQQ_111
6	Lot 6 Traffic Management	PQQ_112
7	Lot 7 Structures	PQQ_113
8	Lot 8 Joints & Waterproofing	PQQ_114
9	Lot 9 Landscaping	PQQ_115
10	Lot 10 Road Markings	PQQ_116
11	Lot 11 Signs & Lighting	PQQ_117
12	Lot 12 Vehicle Restraint Systems/Road Restraint Systems	PQQ_118

1.5. Procurement Timescales

1.5.1. The timetable for milestones for the procurement is shown in Table 3.

Table 3 – Procurement Timetable

Activity	Date
UK4 Tender Notice Published	29 September 2025
Last date for Applicants to submit CoP queries	24 October 2025
Last date for the Authority to submit response to CoP queries	3 November 2025
CoP return date and time	14 November 2025 17:00pm
CoP Evaluation and Governance	November 2025 – March 2026
Issue CoP Outcome Letters	March 2026
Invitation to Tender	April 2026

Tender and Assessment Period/s	Quarter 3 2026 to Quarter 1 2027
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1.6. Conditions of Participation Queries

- 1.6.1. Applicants must submit any queries or requests for clarifications via the National Highways eSourcing Portal using the on-line messaging system available within PQQ_105. Applicants are advised to submit their queries using the CoP Query template provided in Annex O (found in National Highways eSourcing portal). Once queries have been inputted into Annex O, this should be added as an attachment via the on-line messaging system available within PQQ_105. The Applicant's identity when submitting queries will not be disclosed to other Applicants.
- 1.6.2. The last day for the submission of a CoP query shall be as per [Table 3](#). This deadline is designed to permit the Authority to consider and respond to all CoP queries within sufficient time to enable Applicants to take account of the Authority's response ahead of the CoP return date.
- 1.6.3. All CoP queries and responses will be published openly to all Applicants unless specifically marked "commercially sensitive" or "confidential" by the Applicant at the time of submission. If so marked, Applicants must explain why they consider the CoP query is commercially sensitive or confidential. These CoP queries and the Authority's responses will not be circulated to other Applicants.
- 1.6.4. If an Applicant states that a CoP query is in their opinion commercially sensitive or confidential, but the Authority does not agree, the Authority reserves the right to notify the Applicant of its decision and to offer the Applicant an opportunity to withdraw the relevant CoP query. If the Applicant does not elect to withdraw the relevant CoP query within the specified timeframe, the relevant CoP query and response is circulated to all Applicants.
- 1.6.5. Where, in response to a CoP query or otherwise, the Authority makes available further information that is relevant to the CoP then such information will be made available to all Applicants.
- 1.6.6. It shall be the Authority's decision whether and how to answer a CoP query. National Highways reserves the right to designate a CoP query as commercially sensitive or confidential. National Highways accepts no liability arising from responding to or providing a clarification or further information or a decision not to provide further clarification or information.

1.7. Conditions of Participation Amendments

- 1.7.1. The procurement officer may make amendments to this guidance document or the PSQ and shall issue them to all Applicants via the National Highways eSourcing Portal. If an amendment is made after the closing date for submission of the CoP in the form of a post CoP Amendment, then all Applicants will be contacted. Where the Authority, having made a post CoP Amendment, considers it necessary it will allow Applicants the opportunity to amend their PSQ responses to take account of the change.
- 1.7.2. The Authority's officers or consultants do not have the authority to make any amendment to the PSQ or CoP guidance document except through an amendment issued by the procurement officer. A purported amendment made by anybody except the procurement officer is invalid, and the Applicant must refer the matter to the procurement officer immediately.

1.8. Consequences of misrepresentation

- 1.8.1. If You seriously misrepresent any factual information in filling in this PSQ, thereby inducing the Authority to enter into Contract with You, there may be significant consequences. You may be excluded from the procurement procedure and from bidding for other public sector contracts for up to five years. If a contract has been entered into You may be sued for damages and the contract may be rescinded. If fraud or fraudulent intent can be proved, You or Your responsible officers may be prosecuted for the offence of fraud by false representation. Additionally, You may be excluded from further public procurements for five years.

1.9. Change In Circumstances

- 1.9.1. You must advise the Authority immediately of any proposed changes to the bidding structure of the Applicant or of any circumstances that may impact Your CoP submission or the information provided in Your CoP response. This includes the addition or removal of any legal entities on which the PSQ submission is based as well as any proposed changes to their or Your ownership, structure and shareholding.
- 1.9.2. In the event there is a change to any of the information provided in an Applicant's CoP submission (whether in relation to economic and financial standing and/or technical and professional ability) or the composition of the Applicant or legal character after prequalifying, the Authority reserves the right to revisit the CoP stage (including requesting submission of an updated CoP response) and undertake a further evaluation, in accordance with the assessment criteria used for the evaluation of the Applicant's original CoP response, in light of the change in information. This action will only be taken where the Authority is satisfied such action would be proportionate in the circumstances and would not result in discrimination to other Applicants or amount to unfair or unequal treatment.

- 1.9.3. Upon undertaking a further evaluation of the CoP response, the Authority reserves the right to exclude the Applicant if the Applicant (or relevant member of its bidding group) no longer satisfies the requirements of the CoP and would therefore fail to prequalify.

1.10. Bidding model

- 1.10.1. The Authority recognises that You may be relying on Associated Person(s) (who may also be Joint Venture Partners or Intended Subcontractors) to meet parts of the requirements within the PSQ. You should provide details of these organisations using Annex A (found in the National Highways eSourcing Portal) and ensure these organisations submit the relevant parts of the PSQ in accordance with the instructions below.
- 1.10.2. All Intended Subcontractors (including Associated Persons) should also be listed in Annex C.
- 1.10.3. If you are the Applicant in an intended Joint Venture, the Authority may require You and any Joint Venture Partner/s to assume a specific legal form if awarded a contract, to the extent that this is deemed by the Authority as being necessary for the satisfactory performance of the Contract. The Authority may request a copy of the Joint Venture agreement at any stage of the procurement process. Where the Authority requests a copy of such agreement, You shall provide the Authority with this agreement within fourteen (14) calendar days. Failure to do so may result in You being excluded from the competition.
- 1.10.4. In accordance with section 72(2) of the Act, the Authority may direct that You enter a legally binding arrangement with any of Your sub-contractors for the purpose of that sub-contractor performing all or part of the Contract. The Authority may request a copy of that agreement at any stage through the procurement process. Where the Authority requests a copy of such agreement, You shall provide the Authority with this agreement within fourteen (14) calendar days. Failure to do so may result in You being excluded from the competition.

1.11. Bidding Restrictions

- 1.11.1. Please provide details of any organisation associated with the Applicant that falls within the bidding restrictions of this procurement i.e. any Associated Companies and/or Consortium members etc. Please use Annex A (found in the National Highways eSourcing Portal) to detail any Consortium members and Associated Persons and Annex B (found in the National Highways eSourcing Portal) to detail any Associated Companies within Your company's group structure if applicable.

1.12. Bidding and Award Rules

- 1.12.1. The Authority has developed bidding and award rules for this Framework that apply at the Conditions of Participation stage as well as at the tender stage. The Authority advises all Applicants to ensure they are familiar with the bidding and award rules.

- 1.12.2. The bidding and award rules are provided as part of this PSQ documentation in Annex E (found in the National Highways eSourcing Portal).
- 1.12.3. Upon receipt of an Applicant's submission for one or more Lots, the Authority will apply the bidding rules. For those Lot(s) (if any) where the Applicant has failed to comply with the bidding rules, the Authority will disregard its CoP submission for those Lot(s).

1.13. Lot and Sublot Preferencing

- 1.13.1. For the purposes of Lot and Sublot preferencing:
 - The term Applicant refers to You, the company or organisation applying to the PSQ.
 - The term Tenderer applies once preferencing has been completed and continues during the ITT stage.
 - The term Supplier is used when determining the supplier's position during the execution of preferencing and bidding rules.
 - The term Lot refers to the main lot containing the Sublots. Allocation occurs at the Lot level according to the sequencing, with each Sublot subsequently allocated within its respective Lot.

Please refer to Annex G for full details on how the preferencing process is carried out.

- 1.13.2. As part of the Applicant's PSQ submission, Applicants are required to identify the Lot(s) and/or Sublots(s) they wish to be invited to tender for, at the Invitation to Tender (ITT) stage, should they be successful at CoP stage, subject to the bidding and award rules, COP assessment criteria, and shortlisting rules as set out in this CoP guidance document.
- 1.13.3. Applicants must complete and submit the Lot Preference Form in Annex F to identify those Lot(s) and/or Sublot(s) they wish to be considered for (either alone or as part of a Consortium). Failure to complete this form will be deemed non-compliant, as it is a mandatory submission.
- 1.13.4. Should You be successful at CoP stage, You can only be invited to tender for a Lot(s)/Sublot(s) you have preferenced at CoP stage.
- 1.13.5. Applicants are required to rank their preference for the Lot(s)/Sublot(s) for which they intend to tender for, from highest to lowest (1 being the highest).
- 1.13.6. There are no restrictions on the number of Lot(s)/Sublot(s) You may preference.
- 1.13.7. At ITT stage the preference form (found in Annex F), along with the overall score assessed during the Tender evaluation stage, and the award rules, will be used prior to Framework award to determine the successful Applicants to be awarded each Lot(s)/Sublot(s).

- 1.13.8. The Authority advises all Applicants to ensure they are familiar with the award rules before selecting their preferences. The Authority shall not be liable for any costs, expenditure, work or effort incurred by Applicants in selecting preferences or participating in or proceeding with this procurement process.
- 1.13.9. At the end of the assessment period, all tenderers will be ranked from highest to lowest based on their total score in each Lot(s) and/or Sublot(s) for which they submitted a tender for. Framework award places on each Lot and Sublot will be allocated in sequence from Lot 1 to Lot 12. Please refer to Annex G for full details on sequencing.
- 1.13.10. **Lot 1** – Shall constitute the starting point in the allocation sequence. The highest-scoring Tenderer shall be allocated to the (Supplier A (1st place)) place, followed sequentially by allocation to the (Supplier B (2nd place)) place, and thereafter to the (Supplier C (3rd place)) place.
- 1.13.11. **Lots 2, 3 and Lot 5 and the associated Sublots** - when moving to the next Lot in the sequence, the first allocation will be given to the Tenderer with the highest overall score across the Sublots within that Lot. This Tenderer will be assigned the Supplier A (1st place) position in that Sublot. The next highest-scoring Tenderer will then be allocated the Supplier A position in the following Sublot that requires a Supplier A place. This process will continue in sequence until all Supplier A positions across the Sublots are filled.
- 1.13.12. Where the highest scoring Tenderer next in line is linked to a Lot/Sublot that has had all (Supplier A) available places fully allocated, the process moves to the next eligible Lot/Sublot requiring allocation and the next highest scoring Tenderer for that eligible Lot/Sublot.
- 1.13.13. Once all (Supplier A) places have been allocated in the Lot, the process progresses to allocation of (Supplier B (2nd place)) positions following the same process as that outlined for (Supplier A) above. The methodology continues for any (Supplier C (3rd place)) or (Supplier D (4th place)) positions on the Framework.
- 1.13.14. This sequence will continue until all required positions (Supplier A, B, C, etc.) within the Lot have been allocated.
- 1.13.15. **Lot 4** - Shall be conducted in the same manner as Lot 1, with allocation commencing with the highest-scoring Tenderer to the Supplier A position.
- 1.13.16. In the event of a tie in overall evaluation scores between two or more Tenderers, the following steps will be used to determine the final ranking:
- Tenderers stated preferences: The first consideration will be the order of preference indicated by the Tenderers for specific Sublots or positions.

- Quality Score Assessment: If the tie persists after applying preferences, the Tenderer with the highest quality (technical) score will be allocated the next place on the Sublot.
- Delivery Question: If a tie persists, the Tenderer attaining the highest score in the Delivery Question, as set out within the Quality Assessment Criteria of the Invitation to Tender, shall be awarded the next available position on the relevant Sublot.

1.13.17. **Lot 6 to Lot 12** the first allocation (supplier A places) within a Lot is allocated to the Sublot containing the highest total score.

1.13.18. Once a Sublot position has been provisionally allocated to a Tenderer, the Authority will then look across the Lot and all the other Lots to see if the Tenderer would be provisionally awarded other Sublots.

1.13.19. Where this is the case, the Authority will then use the Tenderer's preferences to determine which, by application of the Award Rules, Sublots the Tenderer is allocated and which Sublot(s) the Tenderer maybe prevented from being allocated, as a result of the application of the award rules, and Tenderer's own preferencing

1.13.20. To ensure that Tenderer's preferences are considered, there may be scenarios where the Authority provisionally allocates a Sublot out of sequence. This occurs when a Tenderer is eligible for a Sublot later in the Lot sequence for which they have indicated a higher preference.

1.13.21. If a Tenderer is allocated a Sublot later in the sequence based on its stated preferences, it may become ineligible for an earlier Sublot under the applicable award rules.

1.13.22. The process then returns to the Lot sequence and is repeated for each Sublot.

1.13.23. Tenderers who have reached their maximum Sublot award allowance in accordance with the award rules will not be awarded any additional places apart from in exceptional circumstances that are detailed in Annex E.

1.13.24. Further details and examples of the preferencing procedure are provided in Annex G (found in the National Highways eSourcing Portal).

1.14. Procurement Policy Note 007: Contract with Russia and Belarus

1.14.1. The Authority may decline to consider bids from (or otherwise exclude from participating in the procurement) Applicants who are constituted or organised under the law of Russia or Belarus, or whose 'Persons of Significant Control' information states Russia or Belarus as the place of residency, unless the Applicant (or any member of their supply chain they rely on to deliver the Framework:

- Is registered in the UK or in a country that the UK has a relevant international agreement with reciprocal rights of access to public procurement; and/or

- Has significant business operations in the UK or in a country where the UK has a relevant international agreement with reciprocal rights of access to public procurement.

1.15. Customer contacts

- 1.15.1. 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 (as defined by section 2 of the Act) 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.

1.16. Procurement Review Unit (PRU)

- 1.16.1. The PRU has responsibility for oversight of public procurement and will engage with contracting authorities across all sectors and suppliers to achieve the shared ambition to raise standards in public procurement and ensures that the changes introduced by the Procurement Act 2023 become adopted practice.

- 1.16.2. The PRU consists of three core services:

- The Public Procurement Review Service (PPRS) is the main way suppliers can raise a complaint about a specific procurement (which must have taken place in the last two years).
- The Procurement Compliance Service (PCS) investigates contracting authorities' compliance with the requirements of the Procurement Act 2023.
- The Debarment Review Service (DRS) aims to protect public money from suppliers who pose risks by considering and/or conducting investigations into suppliers where their behaviour or circumstances mean that, potentially, they should not be allowed to participate in procurements or be awarded public contracts.

- 1.16.3. For any further information on the Procurement Review Unit and its services, please see the government website: <https://www.gov.uk/government/publications/raising-standards-our-ambition>.

1.17. Debarment List

- 1.17.1. You should check whether anyone associated with Your submission i.e. You, any of Your Connected Persons, any of Your Associated Person(s) (and their Connected Persons) and any of Your Intended Sub-Contractors, are on the Debarment List, as this may be grounds for considering Your exclusion from the procurement.

- 1.17.2. The Debarment List can be found on the Procurement Review Unit gov.uk website [here](#).

- 1.17.3. If You become aware that You, or any of the above identified parties, have been added to the Debarment List at any point during the procurement process, then You must make the Authority aware as soon as possible. The Authority will make a revised assessment of the submission based on the updated information.

2. INSTRUCTIONS FOR COMPLETION OF THE PROCUREMENT SPECIFIC QUESTIONNAIRE

2.1. General

- 2.1.1. Your PSQ submission is applicable to the Lot(s) and Sublot(s) You have preferenced. Please refer to [section 1.13](#) Lot and Sublot Preferencing.
- 2.1.2. The Authority confirms that if You are applying for more than one Lot, You will only be required to submit a separate Part 18 response for each Lot. Section 2.2. provides a full breakdown of what the response requirements are. There are Lot specific questions.
- 2.1.3. If You are submitting as a single Applicant and a Consortium for different Lots a separate submission is required.

2.2. PSQ Response Requirements

- 2.2.1. Table 4 below sets out the requirements for who needs to complete each part of the PSQ in reference to Your bidding model.

Table 4 – PSQ Response Requirements

Part	To be completed by
Part 1 - Core supplier information and bidding model	A separate response must be provided by the Applicant, and each Associated Person (where applicable).
Part 2A – Associated Persons	A separate response must be provided by the Applicant and each Associated Person (where applicable).
Part 2B - List of all Intended Sub-Contractors	A single response must be provided by the Applicant.
Part 3 – Identity	A separate response must be provided by the Applicant, and each Associated Person (where applicable).
Part 4 – Financial P4-2 and P4-11	A separate response must be provided by the Applicant and where the bidding model is a Consortium each Associated Persons who forms part of the tendering Consortium (where applicable).
Part 4 – Financial P4-5 through to P4-13	A single, combined response must be provided by the Applicant on behalf of itself and any Associated Persons (where applicable).

Part 5 – Corporate and Professional Standing	A separate response must be provided by the Applicant and any Associated Persons (where applicable).
Part 6 – 12 (Health and Safety, Environmental, Quality, Building Safety, Fairness, Inclusion and Respect (FIR), Information Security and Information Management)	A separate response must be provided by the Applicant and where the bidding model is a Consortium each Associated Person (where applicable).
Part 13 and 14 - Prompt Payment – Payment in Contract above £5m, Carbon Reduction in Contracts above £5m	A separate response must be provided by the Applicant and where the bidding model is a Consortium, each Associated Person (where applicable).
Part 15 and 16 - Tackling Modern Slavery in Supply Chains and Procuring Steel	A separate response must be provided by the Applicant and each Associated Person (where applicable).
Part 17 – National Highway Sector Schemes	A separate response must be provided by the Applicant and each Associated Person (where applicable).
Part 18 – Confirmation	A separate response must be provided by each organisation completing all or part of the PSQ.
Part 19 - SDF2 Professional and Technical Ability: P19-1A through to P19-5A/B	Applicants should refer to Part 19 of the PSQ for Professional and Technical Ability question response requirements.

2.2.2. Please ensure that all questions are completed in full, and in the format requested. If the question does not apply to You, please select 'N/A'.

2.2.3. Where You are required to provide additional information in response to the questions, please submit a clearly identified attachment, using the following naming convention:

- Applicant initials i.e. ABC
- Procurement Specific Questionnaire
- Question to which the attachment relates i.e. P5-5

Example Format - "ABC_Procurement Specific Questionnaire_P5-5"

2.3. Documents – Self-declaration

- 2.3.1. There are some questions identified throughout the PSQ, that are set as self-declaration. Once successful Applicants have been identified via the procurement procedure, Applicants may be approached prior to award to provide documentation to support and verify their response to these questions.
- 2.3.2. Each question identifies the supporting documentation that will be required prior to contract award. If the relevant documentary evidence is requested, and is not provided upon request and without delay, the Authority reserves the right to exclude You from the procurement procedure, including where an award decision has already been notified, and award to another Applicant.

2.4. Conflicts of interest

- 2.4.1. The Authority wishes to ensure that actual, potential, and/or perceived conflicts of interest do not undermine competition and/or undermine the impartiality and independence of the procurement process. Each Applicant is responsible for ensuring that no actual, potential and/or perceived conflict of interest exists (whether personal, financial or otherwise). Applicants must prevent, identify and remedy any conflicts of interest including in connection with members of their group and/or supply chain (whether direct or indirect) and/or advisors which may result in the distortion of competition and/or undermine the impartiality and independence of the procurement process.
- 2.4.2. All Applicants must complete a conflict-of-interest declaration form using the SDF2_PSQ_Annex L_Conflict of Interest Declaration Form which forms part of the Conditions of Participation documents, regardless of whether or not they have a conflict of interest. When completing Annex L, You must do so on behalf of yourself and if applicable Your controlling entity, Consortium members, Associated Persons and members of Your proposed supply chain. You must also consider your advisors.
- 2.4.3. Where a conflict is being disclosed, Applicants must disclose details of any actual, potential and/or perceived conflicts as part of their Part 5 submission (under question P5-21), detailing the conflict in SDF2_PSQ_Annex L_Conflict of Interest Declaration Form, including the measures that You have or intend to take to remove, manage or mitigate the actual, potential and/or perceived conflict of interest. Applicants are to notify the Authority via the eSourcing portal using the abovementioned document as soon as they become aware of any actual, potential and/or perceived conflict of interest and do not have to wait until submission.
- 2.4.4. Where the Applicant becomes aware of any actual, potential and/or perceived conflict of interest during the procurement process, they must immediately notify the Authority including the measures they have taken or intend to take to remove, manage or mitigate the actual,

potential and/or perceived conflict of interest. Applicants should adopt an “if in doubt, notify” policy in relation to any actual, potential and/or perceived conflict of interest. The Applicant is to notify the Authority via the eSourcing portal using the document SDF2_PSQ_Annex L_Conflict of Interest Declaration Form, which will be treated as confidential.

2.5. Common Assessment Standard (CAS)

- 2.5.1. The CAS, developed by Build UK, comprises an industry-agreed question set, with site- based and desktop assessment standards. It is based on UK legislation and designed for use by construction companies in the UK. The Authority has adopted the use of CAS as part of its procurement procedures for works contracts.
- 2.5.2. For information on CAS, please see the Build UK website:
<https://builduk.org/information/common-assessment-standard/>

2.6. Exemptions

- 2.6.1. An Applicant can only be exempt from answering Part 6 through to Part 12 of the PSQ if it holds the correct CAS certification level with a recognised assessment body. Applicants must respond to Part 13 through to Part 17 of the PSQ unless other exemptions apply. Details of exemptions are provided in Part 13 through to Part 17 of the PSQ in the National Highways eSourcing Portal. All Applicants must respond to Part 18, and Part 19 of the PSQ.
- 2.6.2. If an Applicant holds the correct CAS certification level and wishes to claim an exemption it will need to provide its unique identifier in response to question P3-20.
- 2.6.3. Where an exemption has been claimed under CAS, the Authority reserves the right to:
- a) Check that the answers and information contained within the CAS registration are valid; and
 - b) Require the PSQ part to be completed in full where the Authority deems the answers or information contained within the CAS registration not valid.
- 2.6.4. Applicants should note that CAS certification is not mandatory. If the Applicant does not hold CAS certification it will need to demonstrate that it meets the Authority’s requirements by completing all parts of this PSQ.
- 2.6.5. An Applicant may be exempt from answering certain questions if:
- It holds other third-party audited certifications, such as ISO standards; or
 - The questions are not relevant to the nature of its business (e.g. the company does not employ Subcontractors).

All exemptions are identified throughout the PSQ.

2.7. Validation of PSQ Submissions

- 2.7.1. The Authority will verify that the successful Applicants meet the Conditions of Participation prior to award of the Framework. The Authority may request evidence at any time during the procurement process where this is necessary to ensure the proper conduct of the procurement process. For contracts awarded under a Framework Agreement, the Authority may verify that You continue to meet the selection criterion prior to entering any contract awarded under the SDF2 Framework.

2.8. Providing mitigating information (referred to as “self-cleaning”)

- 2.8.1. You, Your Connected Persons and Your Associated Persons should refer to Regulation 12 (<https://www.legislation.gov.uk/uksi/2024/692/regulation/12>) of the Regulations which sets out the detailed grounds for mandatory and discretionary exclusion. You may be excluded or excludable based on an exclusion ground related to a Connected Person or an Associated Person (including their Connected Persons).
- 2.8.2. In accordance with section 58 of the Act if You answer “Yes” to any of the exclusion grounds information questions within the PSQ (further information is provided against the relevant questions), there is an opportunity, by completing Annex D (Self Cleaning), to provide evidence to explain the remedial actions undertaken including how You:
- Took the event seriously (e.g. by paying any fine or compensation);
 - Took steps to prevent the event occurring again (e.g.) by changing staff or management, or putting procedures or training in place; and
 - Committed to taking further preventative steps, where appropriate.
- 2.8.3. If the Authority isn’t satisfied with the remedial actions provided, the Authority may remove the Applicant from the Procurement Process.

2.9. Micro-Businesses

- 2.9.1. To ensure this PSQ is accessible to all companies regardless of size, the assessment standards for certain questions have been revised for companies that meet the criteria for Micro-businesses.
- 2.9.2. Micro-businesses can still choose to complete the relevant questions to the full standard if they wish.

3. PROCUREMENT SPECIFIC QUESTIONNAIRE ASSESSMENT PROCESS

- 3.1.1. PSQ responses will be assessed following the closing date in accordance with the procurement timetable in [section 1.5](#). Following the shortlisting process in [section 5](#), the Authority shall invite a short list of Applicants to be invited to the ITT stage of the procurement process.
- 3.1.2. Compliant PSQ responses will be assessed using a combination of pass/fail criteria and the scoring system detailed within the PSQ. Applicants failing to meet any pass/fail criteria will be excluded from further participation in the procurement process.
- 3.1.3. The Authority confirms that not all parts of this PSQ are applicable to all Lots. Refer to the assessment tables below and the PSQ questions for which Lots are applicable to Your submission.

3.2. Part 1: Core Supplier Information and Bidding Model

- 3.2.1. Part 1 of the PSQ relates to the information that has been provided on the CDP. If You are not yet registered on the CDP, please register [here](#). A guidance document to aid registration is available here [Central Digital Platform Guidance](#).
- 3.2.2. It is Your responsibility to ensure that You are registered, and the portal contains Your most up to date information. Information will be taken directly from the CDP in order to satisfy the requirements of P1-1 to P1-3 and P1-5 of the PSQ and ensure that You have met the requirements of this document.
- 3.2.3. If the CDP is unavailable at the time of this COP, then as explained by regulation 7 (<https://www.legislation.gov.uk/ukxi/2024/692/regulation/7>) of the Regulations, You are required to submit the information via the National Highways eSourcing Portal.
- 3.2.4. The following questions will be assessed in accordance with the below criteria.

Table 5 – Part 1 Assessment Methodology

Applicable to:	All Lots
Question numbers	Criteria
P1-1 to P1-5	For information purposes only – these responses are not scored.
P1-6	If you answer “No”, this is a pass

	If You answer “Yes” and the debarment list entry is for a mandatory ground for exclusion this is a Fail. If You answer “Yes” and the debarment list entry is for a discretionary ground for exclusion and You have provided the requested supporting evidence, the Authority will determine whether this may be grounds for considering Your exclusion from the procurement.
P1-7	For information only – these responses are not scored.

3.3. Part 2 – Additional Exclusion Information

- 3.3.1. Part 2A of this PSQ collects information about Your Associated Person(s) including basic information, their registration on CDP (which is mandatory) and exclusion grounds information. It is important for You to make Your Associated Persons aware that they are required to register and submit their information via the CDP as part of this procurement.
- 3.3.2. Your Associated Persons should refer to section 57 of and Schedules 6 and 7 to the Act which set out the detailed grounds for mandatory and discretionary exclusion. You may be excluded or excludable based on an exclusion ground related to an Associated Person.
- 3.3.3. Part 2B of this PSQ collects information about Your Intended Sub-Contractors including basic information, their registration on CDP and exclusion grounds information.
- 3.3.4. The following questions will be assessed in accordance with the below criteria.

Table 6 – Part 2A Questions P2A-1 to P2A-4

Applicable to:	All Lots
Question numbers	Criteria
P2A-1	If You have answered “No”, You are exempt from answering questions P2A-2 through to P2A-4. For information only- this response is not scored.
P2A-2	For information only- this response is not scored.
P2A-3	This is a pass / fail question. If You answer ‘Yes’ this is a fail. If You answer ‘No’ this is a pass.

	The Authority will notify the Applicant to inform You of the Authority's intention to exclude, and provide You the opportunity to replace the Associated Person before formally excluding.
P2A-4	For information only - this response is not scored.

Table 7 – Part 2B Questions P2B-1 to P2B-2

Applicable to:	All Lots
Question numbers	Criteria
P2B-1	Should the information contained on the Central Digital Platform disclose that an Intended Sub-Contractor has a mandatory or discretionary ground(s) for rejection against them, the Authority reserves the right to exclude the Applicant from the procurement. Before exercising any right to exclude, the Authority will notify You of the Authority's intention to exclude and provide You with the opportunity to provide mitigation as to why the Intended Sub-Contractor should remain within the bid. Should the Authority not be satisfied with the explanation, You will be given the opportunity to replace the Intended Sub-Contractor in order to remain in the procurement.
P2B-2	This is a pass / fail question. If You answer “No” or “N/A” this is a pass. If You answer “Yes” this is a fail. The Authority will notify the Applicant to inform You of the Authority's intention to exclude and provide You the opportunity to replace the sub-contractor before formally excluding.

3.4. Part 3: Identity

3.4.1. The following questions will be scored in accordance with the below criteria.

Table 8 – Part 3 Questions P3-1 to P3-22

Applicable to:	All Lots
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Question numbers	Criteria
P3-1- to P3-19	For information only – these responses are not scored
P3-20	If You have answered “yes” and provided the evidence of the certification, to the correct level You are exempt from providing answers to Parts 6 to 12 of the PSQ. If You have answered “no” then You will need to provide answers to all questions and sections.
P3-21	If You have answered “yes” and provided the evidence of the certification equivalent to the correct level. You are exempt from providing answers to Parts 6, 7, 8, 10 and 12 of the PSQ. If You have answered “no” then You will need to provide answers to all questions and sections. If Your company is UK-based, please respond with ‘N/A’
P3-22	For information only – these responses are not scored

3.5. Part 4: Financial – Applicable to All Lots

- 3.5.1. The following questions will be scored in accordance with the below criteria
- 3.5.2. Using the information requested in questions P4-1 to P4-4, the Applicant will be assessed to ensure they meet the minimum Economic and Financial Standing Test (EFST) requirements in accordance with the process outlined below. The EFST assessment is carried out in three steps.
- 3.5.3. Section 22 of the Act allows a contracting authority such as the Authority to impose requirements ensuring that economic operators expressing an interest in bidding for an opportunity will, if successful, possess the necessary economic and financial standing to perform the projected annualised Lot/Sublot(s) value.
- 3.5.4. The assessment process described below allows the Authority to take a proportionate, flexible, Framework specific and not unduly risk adverse view of Your economic and financial standing. It takes account of the principles contained in the Guidance Note for Assessing and Monitoring the Economic and Financial Standing of Bidders and Suppliers (revised December 2020) which forms part of the government’s Outsourcing Playbook.

3.5.5. The assessment methodology comprises three separate economic and financial standing tests (EFSTs):

- Test 1 is an assessment using a Dun & Bradstreet (D&B) comprehensive report.
- Test 2 is an assessment using the turnover figure from Your most recent financial statements compared to the projected annualised Lot/Sublot(s) value.
- Test 3 is an assessment of four accounting ratios using information from Your last two years' audited financial statements where audited financial statements are required.

3.5.6. Each of these three tests will result in You being rated as High, Medium or Low risk. In this context, "risk" means the risk of You not being able to perform the projected annualised Lot/Sublot(s) for the full duration, were You to be successful in the procurement. Your overall risk rating will accord to whichever is Your highest risk rating from among the three individual EFSTs. [Appendix 2](#) outlines the projected annualised Lot/Sublot(s) values. You should note that for the purpose of Lot 6 – Traffic Management, the projected annualised values are based on figures from the average of estimated sub-contract spend.

3.5.7. The information that the Authority will use to conduct Test 2 is taken from Your most recent set of audited financial statements, and for Test 3, from Your last two years audited financial statements where audited financial statements are required. If no such audited financial statements are available, then unaudited financial statements will be used instead.

3.6. Consequences of being assessed High risk

3.6.1. If You are assessed as High risk the Authority will engage in dialogue with You. This will identify the Authority's concerns, and You will be asked if You can provide any mitigation, e.g. more recent unpublished or management accounts showing an improvement in Your financial position or details of an agreed but unannounced re-capitalisation, merger or takeover.

3.6.2. If You are unable to provide any, or sufficient, mitigation the Authority reserves the right to exclude You from further participation in the procurement.

3.6.3. If You can provide mitigation, then—unless this is sufficient to downgrade Your risk assessment to Low—Your continued participation in the procurement process will be made conditional upon You providing a written commitment to obtain either a parent company guarantee or other form of financial security acceptable to the Authority, should You be successful in the procurement.

3.7. Consequences of being assessed Medium risk

3.7.1. If You are assessed as Medium risk the Authority will engage in dialogue with You in the manner described above.

- 3.7.2. If You are unable to provide any, or sufficient mitigation as to why Your risk rating should be downgraded to Low Your continued participation in the procurement will be made conditional upon You providing a written commitment to obtain either a parent company guarantee, or other form of financial security acceptable to the Authority should You be successful as set out below.

3.8. Consequences of being assessed Low risk

- 3.8.1. If You are assessed as Low risk, no dialogue is required, and You will be allowed to continue to participate in the procurement process.

3.9. Parent Company Guarantee or Other Form of Financial Security

- 3.9.1. Where Your continued participation in the procurement process is conditional upon You committing to provide a parent company guarantee, Your parent company must itself achieve a Low or Medium risk rating when subjected to the three EFSTs set out below in [3.10](#). The parent company guarantee will be substantially in the form set out in Annex I.

- 3.9.2. If You are:

- a) a company without a parent company, or
- b) a company whose parent company does not achieve a Low or Medium risk rating for the three EFSTs,

then the Authority will accept a suitable form of alternative financial security (Please refer to P4-4 of the PSQ). This will be in the form of an on-demand bond issued by a reputable financial institution with a credit rating of at least BBB+ and with a value of 10% of the overall projected annualised Lot/Sublot(s) value and will be substantially in the form approved by the Authority. The Applicant is to complete Annex H (Guarantor Company Information) to provide more information on who the Applicant's proposed guarantor is.

- 3.9.3. Where a parent company guarantee or alternative form of security is required then You will be required to provide evidence that the Guarantor satisfies the EFST as set out above, and in the case of a parent company guarantee provide the Authority with a certified copy of the board minute of the Guarantor confirming that it will execute and deliver the parent company guarantee by the date of the Contract signature.

- 3.9.4. If the Guarantor is not a company incorporated in and subject to the laws of England and Wales, then You will be required to deliver to the Authority (at the same time as delivery of the executed parent company guarantee or alternative form of security) a legal opinion from a lawyer or law firm which is:

- qualified and registered to practise in the jurisdiction in which the Guarantor is incorporated; and

- acceptable to the Authority.

3.9.5. The legal opinion must be addressed to the Authority on a full reliance basis and the liability of the lawyer or law firm giving the opinion must not be subject to any financial limitation unless otherwise agreed by the Authority. The form and content of the legal opinion must be agreed with the Authority and as a minimum must confirm that the parent company guarantee or alternative form of security is valid and binding on the Guarantor and legally enforceable by the Authority.

3.9.6. Applicants will be expected to provide a draft of the legal opinion for the Authority's review and approval during the tender period.

3.10. The Three Economic and Financial Standing Tests (EFSTs)

Test 1 – Dun and Bradstreet Comprehensive Business Credit Report

3.10.1. To conduct Test 1 the Authority will obtain a Dun & Bradstreet (D&B) comprehensive business credit report about Your company.

3.10.2. The D&B comprehensive business credit report contains D&B scores and ratings which are produced using a combination of mathematical modelling, expert rules, skilled business analysis and experience of insolvency trends. D&B carefully analyse all business failures and compare them with the normal population of actively trading companies, to identify those events which are most significant and predictive in nature, and which could affect the status of a business.

3.10.3. The D&B Risk Indicator is based on daily monitoring of the subject company's financial and other key strategic activities and is predictive of the probability that the company will fail. The D&B Risk Indicator is a score from 1 to 4, where 1 represents a minimum risk of failure, 2 a lower than average risk of failure, 3 a higher than average risk of failure and 4 a high risk of failure.

3.10.4. For Test 1:

- a D&B score of 4 will be regarded as High risk
- a D&B score of 3 will be regarded as Medium risk
- a D&B score of 1 or 2 will be regarded as Low risk.

Test 2 – Annual Turnover Relative to Annual Lot/Sublot(s) Value

3.10.5. Test 2 involves calculating a ratio by dividing the annual turnover from Your most recent year's audited financial statements by the minimum projected annualised contract value to be awarded in each Lot/Sublot. The minimum projected annualised contract value is based upon the estimated Lot/Sublot value, divided by the number of years of Framework duration, divided

by the number of suppliers who will be appointed to each Lot/Sublot (where relevant), and then based upon the lowest work allocation percentage (where relevant).

- 3.10.6. The estimated value of the Lot/Sublot(s) is shown on the notice that the Authority publishes on the Find a Tender portal.

For example, if You have an annual turnover of £17 million and the estimated average annual Lot/Sublot(s) value is £10 million then Your turnover ratio will be 1.7. The following turnover ratio test will be applied:

Table 9 – Turnover Ratio Test

	High Risk	Medium Risk	Low Risk
Lots/Sub-Lots 1, 2, 4, 5, and 6	<1.5	1.5 - 2.0	>2.0
Lots 7 – 11	<1.3	1.3 - 1.6	>1.6

- 3.10.7. The estimated annual Lot/Sublot(s) values that will be used for the PSQ assessment can be found in [Appendix 2](#).

Test 3 – Financial Ratios

- 3.10.8. Test 3 involves an analysis of the four accounting ratios a) - d) below.
- 3.10.9. Each ratio will be calculated using information from Your last two years audited financial statements, where Your company is required to have audited financial statements.
- 3.10.10. If You receive two or more High risk ratings for the same year Your overall risk rating for that year will be assessed as High.
- 3.10.11. If You receive one High risk rating in a year Your overall risk rating for that year will be assessed as Medium.
- 3.10.12. If You receive no High risk rating but two or more Medium risk ratings in a year Your overall risk rating for that year will be assessed as Medium.
- 3.10.13. If You receive no High risk rating and only one Medium risk rating in a year Your overall risk rating for that year will be assessed as Low.
- 3.10.14. With Test 3 the overall risk rating is determined by the highest risk for either of the two years.
- 3.10.15. Table 10 below provides an illustrative example of the risk rating to be applied for Test 3:

Table 10 – Risk Rating

Test 3 Accounting ratios							
Example		A	B	C	D	Risk Rating for each year	Final rating
I	Year 1	H	L	L	M	Medium Risk	Medium
	Year 2	M	L	H	L	Medium Risk	
li	Year 1	L	L	H	H	High Risk	High
	Year 2	L	L	M	M	Medium Risk	
lii	Year 1	L	L	L	H	Medium Risk	Medium
	Year 2	L	L	L	L	Low Risk	
Iv	Year 1	M	M	L	L	Medium Risk	Medium
	Year 2	L	L	L	L	Low Risk	
V	Year 1	L	L	L	L	Low Risk	Low
	Year 2	L	L	M	L	Low Risk	

a) Pre-Tax Margin Ratio

This ratio is calculated by dividing Your company's annual pre-tax profits by Your annual turnover expressed as a percentage.

A result that is below 0% (i.e. negative) is High risk.

A result that is between 0% and 2% is Medium risk.

A result that is above 2% is Low risk.

b) Finance Cover Ratio

This ratio is calculated by dividing Your operating profit plus finance income by Your finance expenses. It is a test of whether You are generating enough profit to service Your interest-bearing debt.

A result that is less than 1 in is High risk.

A result that is between 1 and 2 is Medium risk.

A result that is above 2 is Low risk.

c) Current Ratio

This is calculated by dividing Your current assets by Your current liabilities. It is a test of whether You have sufficient liquid assets, e.g. cash, short term debtors and stock to meet Your outstanding current liabilities, e.g. trade creditors, bank overdraft, lease payments and interest due.

A result that is less than 0.8 is High risk.

A result that is between 0.8 and 1 is Medium risk.

A result that is above 1 is Low risk.

d) Debt to Equity Ratio

This is determined by dividing Your total liabilities by Your shareholder equity. It is a basic test of Your solvency.

A result that is more than 4 is High risk

A result that is between 3 and 4 is Medium risk

A result that is below 3 is Low risk.

Assessing Consortia and Joint Ventures

3.10.16. Where You are part of an already incorporated Joint Venture economics and financial standing will be assessed in the same way as any other individual Applicant; i.e., it will be subject to the three EFSTs described above. If You are a new Special Purpose Vehicle, You may not have audited accounts in which case the EFSTs will be applied to the best available financial data.

3.10.17. Where You are part of an unincorporated Joint Venture or Consortium, the three EFSTs will be applied to You and the other members of the Consortium as follows.

Test 1

3.10.18. All members of the proposed Consortium will be assessed using a Dun and Bradstreet comprehensive report.

Test 2

3.10.19. For the purposes of calculating the ratio between turnover and annual Lot/Sublot(s) value each member of the Consortium is assessed separately. Its annual turnover will be compared against a share of the annual Lot/Sublot(s) value proportionate to its participation in the Consortium. For example, in a Consortium of three members where they each contribute in the proportion of 50%, 30% and 20% the first Consortium member's turnover will be compared against 50% of the annual Lot/Sublot(s) value, the second members against 30% and the third member's against 20%. If a Consortium Member does not specify the proportions in which each member contributes their respective turnovers will be compared against equal shares of

the annual Lot/Sublot(s) value (i.e. the annual Lot/Sublot(s) value divided by number of Consortium members).

Test 3

- 3.10.20. To calculate the ratios, all members of the Consortium are separately assessed.
- 3.10.21. For each of the three EFSTs if any member of the Consortium is assessed as High risk and cannot provide any, or sufficient, mitigation during dialogue with the Authority the entire Consortium bid will be excluded from the procurement unless that member is removed or replaced by another entity that is not assessed as High Risk or is assessed as High risk but can provide mitigation.
- 3.10.22. If any member of the Consortium is (i) assessed as High risk but is able to provide mitigation (but not enough to be downgraded to Low risk) or (ii) is assessed as Medium risk it will be required to agree to provide a parent company guarantee or other form of security consistent with its joint and several liability under the Framework Agreement.

Repetition of Economic and Financial Standing Assessment at Framework Award Stage

- 3.10.23. The Authority reserves the right to repeat any of the economic and financial standing tests in [part 3.10](#) above prior to the award of the Framework and will carry out in accordance with part [3.5](#) of this document using the projected annualised contract value based upon the Supplier award position (as identified in [Appendix C](#)) that the Authority intends to award to the Applicant. Any Applicant that fails to pass any of the tests at any time may not be awarded a place on the Framework unless they are able to provide a parent company guarantee or an acceptable alternative form of security.
- 3.10.24. The repeat of tests equally applies to Consortia and Joint Ventures, and in relation to any Guarantor as detailed in [3.10.17.](#)
- 3.10.25. The Authority will check that Your annual turnover (for the most recent year of financial statements) is at least equal 2x the projected annualised Lot/Sublot(s) value (Bands A, B, C, D and E) or 1.6x the projected annualised Lot/Sublot(s) value (Band F only). This Framework value will be calculated based on all the Sublots the Authority intends to award to You.
- 3.10.26. If You fail this test, the Authority may request from You the provision of a parent company guarantee or other form of equivalent alternative security as described in [section 3.9](#). The Authority reserves the right, at its sole discretion, to determine whether to change a provisional fail into a pass if You are able to provide a suitable parent company guarantee or other form of security.
- 3.10.27. Where You are to be awarded one Lot/Sublot place on the Framework, then:

- If Your turnover is less than 2x (Bands A-E) or 1.6x (Band F) of the projected annualised Lot/Sublot(s) value, You will be assessed as having provisionally failed the financial evaluation. In this event, You will be given the opportunity to provide mitigation as described in [section 3.10.26](#) above.

3.10.28. Where You are to be awarded two or more Lot/Sublot places on the Framework, the projected annualised Framework value will be calculated by aggregating the projected annualised Framework value for all the Lots/Sublots which You can be awarded. Where Your turnover is equal to or greater than 2x (Bands A-E) or 1.6x (Band F) of the aggregate projected annualised Framework value, this will be assessed as a pass.

3.10.29. Where Your turnover is less than 2x (Bands A-E) or 1.6x (Band F) of the values stipulated in [Appendix 2](#) of those Lots/Sublots which You can be awarded, the following methodology will be applied:

- In this event, You will first be given the opportunity to provide mitigation as described in section [3.10.26](#) above. If this does not result in a pass, then the following steps will be applied:
- Reference is made to Your ranking of Lots/Sublots in the order of preference contained in its tender submission.
- The Lot/Sublot preferenced lowest for which You are to be awarded is identified.
- The tender submission for this Lot/Sublot will be rejected.
- The turnover threshold test will be re-run using the aggregated projected annualised Contract value for the remaining Lots/Sublots which You are to be awarded and provided Your turnover is equal to or greater than 2x (Bands A-E) or 1.6x (Band F) of that value this will be assessed as pass.
- If Your turnover is less than 2x (Bands A-E) or 1.6x (Band F) of the aggregated projected annualised contact value, then Your tender submission for the next Lot/Sublot preferenced lowest will be rejected and the turnover test reapplied.
- This process will continue until Your turnover is 2x (Bands A-E) or 1.6x (Band F) or more of the projected annualised Contract value of the Lot/Sublot it applied for and where its tender submission has not been rejected.

3.10.30. Please note that if a parent company guarantee or other form of financial security has not been provided as a condition of awarding SDF2, a parent company guarantee or other form of financial security may be required during the course of the SDF2 if a change of control or financial distress event occurs.

3.10.31. You are reminded of [section 1.9](#) Change in Circumstances of this Conditions of Participation Guidance which requires You to notify the Authority if Your circumstances change.

3.11. Questions P4-5 – P4-10 Insurance

3.11.1. If You can demonstrate sufficient insurance, as set out below in Table 11, You will receive a yes which results in a pass. If You do not demonstrate sufficient insurance, You will receive a no which results in a fail. The insurance documentation will be required at award, and may be subject to verification by the Authority.

Table 11 – Insurance Levels

Band	Lot	Contractors “All Risks” Insurance	Third Party Public and Products Liability Insurance	Employers (Compulsory) Liability Insurance	Motor Third Party Liability Insurance	Professional Indemnify Insurance
A	1 – Main Contractor	Required	£20m	£10m	£5m	£10m
B	2 – General Civils, Drainage & Concrete	Required	£10m	£10m	£5m	£1m
	3 – Pavements	Required	£10m	£10m	£5m	N/A
C	4 – Tunnels	Required	£10m	£10m	£5m	£10m
D	5.1 – Technology Design	N/A	£10m	£10m	£5m	£10m
	5.2 – Design	N/A	£10m	£10m	£5m	£10m
E	6 – Traffic Management	N/A	£20m	£10m	£5m	£5m
F	7 – Structures	Required	£20m	£10m	£5m	£20m
	8 – Joints & Waterproofing	Required	£10m	£10m	£5m	N/A
	9 – Landscaping	N/A	£10m	£10m	£5m	N/A
	10 – Road Marking	Required	£10m	£10m	£5m	N/A
	11 – Signs & Lighting	Required	£10m	£10m	£5m	N/A
	12 – Roadside Restraint System / Vehicle Restraint System	Required	£10m	£10m	£5m	N/A

*It should be noted that for the purposes of assessment Your response to questions P4-6 and P4-8 will treat ‘Third Party Public and Products Liability Insurance’ as being combined in a single policy. Question P4-10 includes the requirement for You to have “Motor Third Party Liability Insurance” for each vehicle in Your fleet.

Table 12 – Part 4 Questions

Applicable to:	All Lots
Question	Assessment criteria
P4- P11 – P4 – 13	This is not assessed and for information only

3.12. Part 5: Corporate and Professional Standing

3.12.1. Completed declarations that form, part of Part 5 of this PSQ response, provides a formal statement that the organisation(s) making the declaration has not breached any of the exclusion grounds. Or, if the Applicant has breaches any of the exclusion grounds, evidence of self-cleansing. You must complete the declaration for all relevant persons. There are two categories of persons and entities:

- Members of Your administrative, management or supervisory board, and
- Entities and persons who have powers of representation, decision or control.

3.12.2. You must decide, depending on the nature and structure of the entity or person who is bidding, which entities and persons this applies to in Your particular circumstances. Clearly, members of Your administrative, management or supervisory board should be easily identifiable and will cover company directors (or equivalent for other types of corporate entities) and members of an executive board.

3.12.3. The second category of those with powers of representation, decision or control, is likely to be more complicated. As an illustration, entities or persons with 25% or more shareholding (or equivalent for other types of corporate entities) are likely to have powers or representation, decision or control, although those with a lower shareholding may still have the relevant powers depending on their particular rights. Similarly, Your ultimate parent company (or equivalent for other types of corporate entities) is likely to have powers of representation, decision or control. Depending on Your particular structure, intermediate parent companies who do not have a direct shareholding, directors or members of an executive board of Your immediate parent company (for example in the case of a Special Purpose Vehicle set up specifically to bid for a particular contract), and holders of mortgages or liens may be covered. It is not necessary to identify which entities and persons You think are covered but You must be satisfied that Your declaration is made in respect of all of those that are covered in self-cleansing

3.12.4. The questions in Part 5 will be assessed using the criteria in the table below.

Table 13 – Part 5 Questions

Applicable to:	All Lots
Question	Assessment criteria
P5-1 through to P5-3	If You answer “No” to these questions this will be a pass. If You answer “Yes” to a question You will fail and be rejected, unless You have provided all the requested information and can demonstrate, to the satisfaction of the Authority that You have “self-cleansed” by producing a remedial plan which has been or is being implemented.
P5-4	If you answer “No” to this question this will be a pass If You answer “Yes” to this question and have provided the requested supporting evidence, the Authority will determine whether this may be Grounds for considering Your exclusion from the procurement. If you answer “Yes” and have not provided supporting evidence this is a fail. Furthermore, for any excludable supplier and/or sub-contractors, the Authority will notify the Applicant to inform You of the exclusion and provide You the opportunity to replace the sub-contractor before formally excluding.
P5-5	If You answer “No” to this question this will be a pass. If You answer “Yes” to this question You will fail and be rejected, unless You have provided all the requested information and can demonstrate, to the satisfaction of the Authority that You have “self-cleansed” by producing a remedial plan which has been or is being implemented.
P5-6	If You answer “No” to this question this will be a pass. If You answer “Yes” to this question You will fail and be rejected, unless You have provided all the requested information and can demonstrate, to the satisfaction of the Authority that You have “self-cleansed” by producing a remedial plan which has been or is being implemented.
P5-7	This is a pass / fail question. If You answer “No” to this question this will be a pass. If You answer “Yes” to this question this will be a fail.

P5-8	If You answer “No” to this question this will be a pass. If You answer “Yes” to this question You will fail and be rejected, unless You have provided all the requested information and can demonstrate, to the satisfaction of the Authority that You have “self-cleansed” by producing a remedial plan which has been or is being implemented.
P5-9 to P5-12	If you answer “Yes” and have provided supporting evidence this is a pass. If you answer “No” or if you answer “Yes” and have not provided supporting evidence this is a fail. If You are not a Large Contractor, please answer N/A for question P5-11 and this is a pass.
P5-13	This is a pass / fail question. If You answer “No” to this question this will be a pass. If You answer “Yes” to this question You will fail and be rejected, unless You have demonstrated this is not an excluded matter under the Procurement Act.
P5-14	This is a pass / fail question. Has the document requested been provided? Yes Does the document cover the following points: • How the Applicant identified any foreign workers and their nationalities. • That the Applicant has documented controls to demonstrate compliance with Sections 15 to 25 of the Immigration, Asylum & Nationality Act 2006. • That controls are applicable to all potential or current employees. • Documents used to verify right to work are compliant with the Home Office Guidance “Comprehensive Guidance for Employers on Preventing Illegal Working” • Copies of all documents verified are retained for at least 2 years after the individual has left the employer. • How the Applicant assures itself that all agency, self-employed, sub-contracted personnel are eligible to work in the UK.

	• If applicable, that the Applicant has a mechanism for periodic review of right to work of all workers including agency temporary and seasonal employees. If the above has been met, this is a pass. If no documentation has been provided or the documentation does not cover all the points above, this is a fail. If You are a Micro-business, You may provide a written statement rather than a policy or procedure, which details; • That the company conducts a right to work check on all people they intend to employ, before employing, • That for potential employees with a permanent right to work in the UK, that the company checks their documents before employing them, • That for potential employees with a temporary right to work in the UK, that the company carries out, additional checks when their immigration permission is due to expire and check it has been renewed their documents before employing them, • The company checks the potential employee is not subject to an immigration restriction that prevents them from doing the work in question. If the above has been met, this is a pass. If no documentation has been provided or the documentation does not cover all the points above, this is a fail.
P5-15	If You answer “No” to this question this will be a pass. If You answer “Yes” to this question You will fail and be rejected, unless You provide all the requested information and can demonstrate, to the satisfaction of the Authority that You have “self-cleansed” by producing a remedial plan which has been or is being implemented
P5-16	If You answer “Yes” and provide the document requested this is a pass. If You answer “No” or You answer “Yes” and do not provide the document requested this is a fail.
P5-17	If you answer “Yes” and provide the evidence requested this is a pass.

	If You answer “No” or you answer “Yes” and do not provide the evidence requested this is a fail.
P5-18	If You answer “No” to this question this will be a pass. If You answer “Yes” to this question You will fail and be rejected, unless You provide all the requested information and can demonstrate, to the satisfaction of the Authority that You have “self-cleansed” by producing a remedial plan which has been or is being implemented
P5-19	If You answer “Yes” and provide the evidence requested this is a pass. If You answer “No” or You answer “Yes” and do not provide the evidence requested this is a fail.
P5-20	If You answer “Yes” to this question this will be a pass. If You answer “No” to this question and You are legally required to publish a Gender Pay Gap report You will fail and be rejected. If You answer “N/A” as You have no more than 250 employees, this will be a pass.
P5-21	You will pass this question if You have completed and provided the SDF2_PSQ_Annex L_Conflict of Interest Declaration Form document and either: a) No conflicts or potential conflicts have been disclosed; or b) A conflict or a potential conflict has been identified and You have proposed mitigation measures to the satisfaction of the Authority If You do not provide a completed SDF2_PSQ_Annex L_Conflict of Interest Declaration Form document You will fail and be rejected. Where You have proposed mitigation measures and the Authority does not consider that these are sufficient, the Authority reserves the right to inform You that the Authority does not consider these are sufficient and suggest additional and/or alternative mitigation. Should You not agree to the Authority's proposals, You will be rejected from the procurement.

3.13. Part 6: Health and Safety

3.13.1. The mandatory questions in this section are pass / fail. The Applicant is informed to refer to the PSQ document (Annex M) for confirmation on what questions in Part 6 to respond to.

3.13.2. For each mandatory question, You shall fail and be rejected if:

- a) You do not provide a response, and You have not claimed an exemption, either under CAS or in accordance with the instructions within the Health and Safety Table in Part 6 of the PSQ; or
- b) You are unable to provide relevant policies, evidence and information to the satisfaction of the Authority, which demonstrates equivalent capability.

3.13.3. The questions in this section will be assessed using the criteria in the table below.

Table 14 – Part 6 Questions

Applicable to:	All Lots
Question	Assessment criteria
P6-1	If You answer “Yes” and have provided evidence, You are exempt from answering questions P6-3 through to P6-35. If You answer “No” You are required to complete P6-3 through to P6-35.
P6-2	This is for information only.
P6-3 through to P6-9	If You answer “Yes” and provided the evidence requested this is a pass. If You answer “No” or You answer “Yes” and have not provided the evidence requested this is a fail.
P6-10	This is a pass / fail question. If You answer “No” to this question this will be a pass. If You answer “Yes” to this question this will be a fail.
P6-11	If You answer “Yes” and provided the evidence requested this is a pass. If You answer “No” or You answer “Yes” and have not provided the evidence requested this is a fail.

P6-12	If You answer “Yes” and provided the evidence requested this is a pass. If You answer “No” or You answer “Yes” and have not provided the evidence requested this is a fail.
P6-13	If You answer “No” to this question this will be a pass. If You answer “Yes” to this question this will be a fail.
P6-14 through to P6-16	If You answer “Yes” and provided the evidence requested this is a pass. If You answer “No” or You answer “Yes” and have not provided the evidence requested this is a fail. You only need to answer question P6-15 if You are bidding for Lot 1 or Lot 2.
P6-17	If You answer “Yes” and provided the evidence requested this is a pass. If You answer “No” or You answer “Yes” and have not provided the evidence requested this is a fail.
P6-18	If You answer “Yes” and have provided the evidence requested this is a pass. If You answer “No” or You answer “Yes” and have not provided the evidence requested this is a fail. If You are only bidding for Lot 5.1 and/or Lot 5.2 please answer ‘N/A’.
P6-19 through to P6-21	If You answer “Yes” and have provided the evidence of concise, practical examples, relevant and proportionate to the type of activity likely to be carried out this is a pass. If You answer “No” or You answer “Yes” and have not provided the evidence of concise, practical examples, relevant and proportionate to the type of activity likely to be carried out this is a fail. If You are only bidding for Lot 5.1 and/or Lot 5.2, please answer ‘N/A’ for P6-19 and P6-20 only.
P6-22 through to P6-23	If You answer “Yes” and provided the evidence requested this is a pass.

	If You answer “No” or You answer “Yes” and have not provided the evidence requested this is a fail. If You are only bidding for Lot 5.1 and/or Lot 5.2, please answer ‘N/A’ for P6-22 only.
P6-24 through to P6-35	If You answer “Yes” and provided the evidence requested this is a pass. If You answer “No” or You answer “Yes” and have not provided the evidence requested this is a fail. You only need to answer questions P6-24 and P6-25 if You are bidding for Lot 1 or Lot 2. You only need to answer questions P6-27, P6-32 and P6-33 if You are bidding for Lot 5.1 and/or Lot 5.2.

3.14. Part 7: Environmental

3.14.1. If You have not claimed an exemption under CAS then questions P7-1 through to P7-8 in this section will be assessed using the criteria in the table below.

Table 15 – Part 7 Questions

Applicable to:	All Lots
Question	Assessment criteria
P7-1 through to P7-8	If You have answered “Yes” to question P7-1 and You have provided evidence, You are exempt from answering questions P7-2 through to P7-8, this is a pass. If You have answered “No” to question P7-1, You are required to complete P7-2 through to P7-8 and provide evidence requested. If You are unable to provide relevant policies, evidence and information to the satisfaction of the Authority, which demonstrates equivalent capability, this is a fail. If You have answered “No” and provided the evidence to the satisfaction of the Authority, this is a pass. If You are a Micro-business, You may answer “N/A” to questions P7-3, P7-5 and P7-6 and this is a pass.

	If Your company is not required to have a waste carrier, broker or dealer licence or be registered as a professional carrier and transporter of waste, You may answer “N/A” to question P7-7 and this is a pass. If You are not a large company, You may answer “N/A” to question P7-8 and this is a pass.
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3.15. Part 8: Quality

3.15.1. If You have not claimed an exemption under CAS then questions P8-1 through to P8-11 in this section will be assessed using the criteria in the table below.

Table 16 – Part 8 Questions

Applicable to:	All Lots
Question	Assessment criteria
P8-1 through to P8-11	If You have answered “Yes” to question P8-1 and You have provided evidence, You are exempt from answering questions P8-2 through to P8-11, this is a pass. If You have answered “No” to question P8-1, You are required to complete P8-2 through to P8-11 and provide evidence requested. If You are unable to provide relevant policies, evidence and information to the satisfaction of the Authority, which demonstrates equivalent capability, this is a fail. If You do not employ subcontractors, You may answer “N/A” to questions P8-7 and P8-8 and this is a pass.

3.16. Part 9: Building Safety

3.16.1. You are only required to complete Part 9 if You are bidding for the following Lots:

- Lot 1 - Main Contractor
- Lot 2 - General Civils, Drainage and Concrete

3.16.2. If You have not claimed an exemption under CAS then questions P9-1 through to P9-13 in this section will be assessed using the criteria in the table below.

Table 17 – Part 9 Questions

Applicable to:	Lot 1 and Lot 2
Question	Assessment criteria
P9-1 through to P9-13	If You have answered “Yes” to question P9-1 and You have provided evidence, You are exempt from answering questions P9-2 through to P9-13, this is a pass. If You have answered “No” to question P9-1, You are required to complete P9-2 through to P9-13, and provide evidence requested. If You are unable to provide relevant policies, evidence and information to the satisfaction of the Authority, which demonstrates equivalent capability, this is a fail. If You do not employ subcontractors, You may answer “N/A” to question P9-6 and this is a pass.

3.17. Part 10: Fairness, Inclusion and Respect (FIR)

- 3.17.1. If You have not claimed an exemption under CAS then questions P10-1 through to P10-6 in this section will be assessed using the criteria in the table below.
- 3.17.2. The Authority may request evidence at any time during the procurement process where this is necessary to ensure the proper conduct of the procurement.

Table 18 – Part 10 Questions

Applicable to:	All Lots
Question	Assessment criteria
P10-1	If you answer “Yes” and provide the document this is a pass. If you answer “Yes”, the Authority may require You to provide evidence prior to award of the Framework. If at any time during the procurement process, the evidence provided does not demonstrate that You are compliant or have been found to be non-compliant with Your statutory obligations under the Equality Act 2010, this is a fail. If you answer “No” this is a fail.

P10-2	If You answer “Yes” and provided the evidence requested this is a pass. If You answer “No” or You answer “Yes” and have not provided the evidence requested this is a fail.
P10-3	If You answer “Yes” and provide the document this is a pass. If You answer “Yes”, the Authority may require You to provide evidence prior to award of the Framework. If at any time during the procurement process, the evidence provided does not demonstrate that You are compliant or have been found to be non-compliant with Your statutory obligations under the Equality Act 2010, this is a fail. If You answer “No” this is a fail.
P10-4	If You answer “No” to this question this will be a pass. If You answer “Yes” to this question You will fail and be rejected, unless You provide all the requested information and can demonstrate, to the satisfaction of the Authority, that You have “self-cleansed” by producing a remedial plan which has been or is being implemented
P10-5	If You answer “Yes” this is a pass. If You answer “Yes”, the Authority may require You to provide evidence prior to award of the Framework. If at any time during the procurement process, the evidence provided does not demonstrate that You are compliant or have been found to be non-compliant with Your statutory obligations under the Equality Act 2010, this is a fail. If You answer “No” this is a fail.
P10-6	If You answer “Yes” and provided the evidence requested, or You are a Micro-business, this is a pass. If You answer “No” or You answer “Yes” and have not provided the evidence requested this is a fail. If You are a Micro-business, You may answer “N/A”.

3.18. Part 11: Information Security

- 3.18.1. If You have not claimed an exemption under CAS then questions P11-1, P11-3 through to P11-9 in this section will be assessed using the criteria in the table below.
- 3.18.2. P11-2 is required for information purposes only.

Table 19 – Part 11 Questions

Applicable to:	All Lots
Question	Assessment criteria
P11-1 through to P11-9	If You have answered “Yes” to question P11-1 and You have provided evidence, You are exempt from answering questions P11-3 through to P11-9, this is a pass. If You have answered “No” to question P11-1, You are required to complete P11-3 through to P11-9 and provide evidence requested. If You are unable to provide relevant policies, evidence and information to the satisfaction of the Authority, which demonstrates equivalent capability, this is a fail. For question P11-5, if You do not employ subcontractors or are a Micro-business, You may answer N/A and this is a pass. For question P11-6, if You do not employ subcontractors, You may answer N/A and this is a pass.

3.19. Part 12: Information Management (IM)

- 3.19.1. You are only required to complete Part 12 if You are bidding for the following Lots:
- Lot 1 - Main Contractor
 - Lot 5.1 -Technology Design
 - Lot 5.2 - Design
- 3.19.2. If You have not claimed an exemption under CAS and you have answered “Yes” to question P12-1, then questions P12-2 through to P12-8 in this section will be assessed using the criteria in the table below. If You have not claimed an exemption under CAS and you have answered “No” to question 12-1, this will be a fail.

Table 20 – Part 12 Questions

Applicable to:	Lot 1, Lot 5.1 and Lot 5.2
Question	Assessment criteria
P12-2 through to P12-8	If You have answered “Yes” to question P12-2 and You have provided evidence, You are exempt from answering questions P12-3 through to P12-8, this is a pass. If You have answered “No” to question P12-2, You are required to complete P12-3 through to P12-8 and provide evidence requested. If You are unable to provide relevant policies, evidence and information to the satisfaction of the Authority, which demonstrates equivalent capability, then this is a fail. If You have answered “Yes” and provided the evidence to the satisfaction of the Authority, this is a pass.

3.20. Part 13 – Prompt Payment – Payment in Contracts above £5m

Self-declaration (questions – P13-1- P13-8)

- 3.20.1. Question P13-1 is for information only and will not be scored. If the answer to question P13-1 is “No”, You are not required to answer the remaining questions in Part 13 of the PSQ.
- 3.20.2. Questions P13-2, P13-3 and P13-4 are assessed on a pass / fail basis based on Your self-declarations. You shall fail and be rejected if You answer “No” to any of the questions.
- 3.20.3. If successful, prior to Contract award, the following evidence will be required (where You have answered “Yes” to question) to verify Your response.

Table 21 – Evidence Requirements Questions P13-2 to P13-4

Applicable to:	All Lots
Question	Evidence
P13-2	A copy of Your standard payment terms for all of Your supply chain Contracts.
P13-3	A copy of Your procedures for resolving disputed invoices promptly and effectively. Details of any payments of interest for late payments You have paid in the past twelve months or which became due during the past

	twelve months and remain payable (Contractually or under late payment legislation) and, if any such payment has been made (or arose), an explanation as to why this occurred and an outline of what remedial steps have been taken to ensure this does not occur again.
P13-4	A copy of Your standard payment terms used with sub-contractors on public sector Contracts subject to the Procurement Act 2023.

Payment performance (questions P13-5 - P13-8)

- 3.20.4. These questions are measured over a twelve-month period, and You must demonstrate that You meet the required standard (have paid Your supply chain within agreed terms and paid 95% of invoices within 60 days and in an average of 55 days or less) in at least one of the two previous six month periods (“reporting periods”¹).
- 3.20.5. Where You have reported payment data every six months in accordance with the Reporting on Payment Practices and Performance Regulations 2017 (the “Payment Regulations”), the two most recent reports can be submitted in response to question. If You have recent data for the previous three or more months which has not yet been reported under the Payment Regulations, then this this can also be submitted as a reporting period. Where You are not required to publish Your data in accordance with the Payment Regulations, You should still submit the previous twelve months’ worth of available data in two (six month) periods in line with the Department for Business and Trade Guidance to Reporting Payment Practices and Performance.

¹ A reporting period is a period of six calendar months as set out in the Department for Business and Trade Guidance to Reporting Payment Practices and Performance under the Reporting on Payment Practices and Performance Regulations 2007. <https://www.gov.uk/government/publications/business-payment-practices-and-performance-reporting-requirements>.

Table 22 – Part 13-5 – P13-8 Questions

Applicable to:	All Lots
Question	Evidence
P13-5 through to P13-6	If You have not provided the required information to either P13-5, or P13-6 this is a fail. If You have provided the required information and demonstrated that You have paid $\geq 95\%$ of all supply chain invoices in 60 days and the average payment days are also ≤ 55. Both metrics are hit concurrently in at least one of the previous two six-month reporting periods, this is a pass. If You have provided the required information, but You have not met the required standard of payment of 95% of all invoices in 60 days and in an average of 55 days or less in at least one reporting period, please refer to the assessment criteria P13-7 through to P13-8.
P13-7 through to P13-8	If You have not met the required standard of payment of 95% of all invoices in 60 days and in an average of 55 days or less in at least one reporting period and have not provided the required information in P13-7, or P13-8 this is a fail. If You have removed intercompany payments from the calculations, You have paid 95% of all invoices within 60 days and that the average payment days are also 55 days or less, in at least one of the previous two reporting periods, this is a pass; or You have paid between 90% and 95% of all invoices within 60 days and that the average payment days are also 55 days or less, in at least one of the previous two reporting periods (after removing intercompany payments if relevant) and can demonstrate that You have a compliant action plan that addresses the requirements of P13-8, this is a pass; or You are a new entrant to the market (trading for less than 12 months) this is a pass. If You do not meet the requirements to achieve a score of "pass" , this is a fail.

3.20.6. In answering question P13-1, You must confirm whether You intend to use a supply chain to deliver any call off contract that may be awarded under the Framework Agreement (where relevant). In the event that You do not propose to use a supply chain, but during the procurement (i.e. after selection has taken place) Your circumstances change such that You then propose to do so, You must advise the Authority immediately. Where such a change is permissible in the circumstances, You will be asked to complete the remainder of the selection questions and provide the relevant payment data (applicable at the time the remainder of the questions are completed). The Authority will carry out an assessment in the usual way.

3.21. Part 14 – Carbon Reduction in Work Orders above £5m

Self-Declaration Questions (questions P14-1 through to P14-4)

3.21.1. Applicants are only required to complete this section of the PSQ if they are bidding for one or more of the following Lots:

- Lot 1 - Main Contractor
- Lot 2 – General Civils
- Lot 3 – Pavements
- Lot 4 - Tunnels
- Lot 5.1 - Design Technology
- Lot 5.2 - Scheme Design
- Lot 7 – Structures

3.21.2. Questions P14-1 through to P14-4 are assessed on a pass / fail basis using the evaluation methodology set out below.

Table 23 – Assessment Methodology for Questions P14-1 through to P14-4

	Applicant's Response	Assessment Criteria	Outcome
1	Carbon Reduction Plan submitted which: confirms the Applicant's commitment to achieving Net Zero by 2050, contains emissions reported for all required Scopes (in accordance with the required methodology), indicates the environmental management measures that the Applicant will be able to apply when performing the Contract and reporting period falls no more than 12 months prior to the date of commencement of the procurement Where the Carbon Reduction Plan applies to the Applicant and its parent, please see requirements detailed in box 2 below.	Applicant has met the requirements.	Pass

2	Where the Carbon Reduction Plan applies to the Applicant and its parent, the requirements of the Carbon Reduction Plan are met in full, as set out in the Technical Standard and Guidance, and all of the following criteria are met: – The bidding entity is wholly owned by the parent; – The commitment to achieving Net Zero by 2050 is set out in the Carbon Reduction Plan for the parent and is supported and adopted by the bidding entity together with a statement that this will apply to the bidding entity; – The environmental measures set out are stated to be able to be applied by the bidding entity when performing the relevant Contract; and – The Carbon Reduction Plan is published on the bidding entity's website.	Applicant has met the requirements	Pass
3	Parent Carbon Reduction Plan fails to meet the requirements of the Carbon Reduction Plan and additional requirements listed at box 2 above	Applicant has failed to meet the required reporting standard	Fail
4	Carbon Reduction Plan not submitted (unless You can rely upon the exemption set out immediately below this table)	Applicant has failed to meet the required reporting standard	Fail
5	Carbon Reduction Plan fails to confirm Applicant's commitment to achieving Net Zero by 2050	Applicant has failed to meet the required reporting standard	Fail
6	Emissions in the Carbon Reduction Plan are not reported for any scopes or only for some scopes, without explanation why	Applicant has failed to meet the required reporting standard	Fail
7	Emissions in the Carbon Reduction Plan not reported for any scopes or only for some scopes, but Applicant provides an acceptable explanation why	Applicant has met the requirements	Pass
8	Reporting period is more than 12 months from the date of commencement of the procurement	Applicant has failed to meet the required reporting standard	Fail

9	Reporting period is more than 12 months from the date of commencement of the procurement, but provides an acceptable explanation why	Applicant has met the required standard	Pass
10	Applicant fails to indicate the environmental management measures that the Applicant will be able to apply when performing the Contract	Applicant has failed to meet the required reporting standard	Fail

Supplier Emissions Declaration

3.21.3. You should detail Your current and baseline GHG emissions in questions P14-5. These questions are for information only, responses will not be assessed but may be used to track Your progress in reducing Your emissions over time.

3.22. Part 15 –Tackling Modern Slavery in Supply Chains

3.22.1. The mandatory questions in this section are pass / fail. The questions in this section of the PSQ will be assessed using the criteria in the table below.

3.22.2. The Authority will take into account the information You are required to provide by virtue of the statutory guidance at <https://www.gov.uk/government/publications/transparency-in-supply-chains-a-practical-guide>

Table 24 – Part 15 Questions

Applicable to:	All Lots
Question	Assessment criteria
P15-1 through to P15-3	If You are a relevant commercial organisation, as defined within Section 54 of the Modern Slavery Act, and provided a link or copy of the statement, this will be a pass. Or, if You are not a relevant commercial organisation, as defined within Section 54 of the Modern Slavery Act, but provides the information required in P15-3 statement containing the information in (a) to (f), this will be a pass. Or, if You are not a relevant commercial organisation, as defined within Section 54 of the Modern Slavery, but explains why it cannot provide a statement and confirms that it will prepare one if successful, this will be a pass. You will fail if both the following apply:

	If You are unable to demonstrate that You are compliant, or have been found to be non-compliant, with the annual reporting requirements contained within Section 54 of the Modern Slavery Act 2015; and Where You are unable to demonstrate that You are compliant, or have been found to be non-compliant with the annual reporting requirements contained within Section 54 of the Modern Slavery Act 2015 and You are unable to provide an explanation and details of the remedial action taken, to the satisfaction of the Authority.
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3.23. Part 16: Procuring Steel

3.23.1. Applicants are only required to complete this section of the PSQ if they are bidding for one or more of the following Lots:

- Lot 1 Main Contractor
- Lot 2 General Civil Engineering, Drainage and Concrete
- Lot 4 Tunnels
- Lot 7 Structures
- Lot 8 Joints and Waterproofing
- Lot 11 Signs and Lighting
- Lot 12 RRS/VRS

3.23.2. The mandatory questions in this section are pass / fail. The questions in this section of the PSQ will be assessed using the criteria in the table below.

Table 25 – Part 16 Questions

Applicable to:	Lot 1, Lot 2, Lot 4, Lot 7, Lot 8, Lot 11 and Lot 12
Question	Assessment criteria
P16-1	This is assessed as pass/fail. You shall fail and be rejected if You: a) do not provide the information requested by the question; and/or a) you are unable to demonstrate, to the satisfaction of the Authority, the supply chain management systems, policies, standards and procedures you have in place to ensure robust supply chain management.

3.24. Part 17: National Highway Sectors Schemes

3.24.1. Applicants are only required to complete this section of the PSQ if they are bidding for one or more of the following Lots:

- Lot 1 Main Contractor
- Lot 2 General Civil Engineering, Drainage and Concrete
- Lot 3 Pavement
- Lot 4 Tunnels
- Lot 6 Traffic Management
- Lot 9 Landscaping
- Lot 10 Road Markings
- Lot 11 Signs and Lighting
- Lot 12 RRS/VRS

3.24.2. This Part is assessed as pass / fail. The questions in this section will be assessed using the criteria in the table below.

3.24.3. Annex N sets out the National Highway Sector Schemes (NHSS) relevant to this procurement and identifies the applicable Lots. Applicants are required to review the Annex carefully and provide a fully completed response in line with the instructions as part of their submission.

Table 26 – Part 17 Questions

Applicable to:	As per 3.24.1
Question	Assessment criteria
P17-1	If You have answered “Yes” this is a pass. If You answer “No” this is a fail.
P17-2	If You have answered “Yes” to P17-1 and rely on relevant members of the supply chain, this is a pass. If You have answered “Yes” to P17-1 and failed to provide a response to question P17-2, this is a fail.

3.25. Part 18: Confirmation

3.25.1. This part of the PSQ requires You to make a declaration regarding the accuracy and completeness of Your PSQ response, and Your commitment to providing additional evidence to support Your PSQ responses, where requested by the Authority.

3.25.2. The question in this section will be assessed using the criteria in the table below.

Table 27 – Part 18 Questions

Question	Assessment criteria
Part 18	If You have confirmed acceptance and completed the declaration in full, this is a pass. If You have not confirmed acceptance, this is a fail.

3.26. Part 19: Professional and Technical Ability

- 3.26.1. Applicants are required to respond to the Professional and Technical Ability questions in Part 19 of the PSQ.
- 3.26.2. There are specific Professional and Technical Ability questions depending on the Lot(s) You submit a PSQ response for.
- 3.26.3. The PSQ details which questions are applicable to which Lots and includes details on which questions can be submitted as a Lot wide response.
- 3.26.4. Applicants are required to submit a separate completed Annex J (Reference Projects Contact Details), providing supplier contact details, for each case study. The Authority may use the contact details provided to verify the case study.
- 3.26.5. The PSQ submission for the following Professional and Technical Ability questions will be scored using the Scoring Matrix in Tables 28, 29,30 and 31.
- 3.26.6. Applicants are required to score a minimum Score of 3 for Part 19 Question P19-1A, P19-1B, P19-1B, P19-1C, and P19-1D in each Lot they submit a PSQ response for. Applicants failing to achieve a minimum score of 3 in any of the questions above will be excluded from further participation in the procurement process for the Lot(s) they have failed to achieve the minimum score in.

Table 28 – Part 19 Questions P19-1A/1B/1C/1D through to P19-3 Scoring Matrix

Score	Classification	To what extent does the response show the Applicant possesses the professional and technical ability to deliver the Framework and is supported by evidence of relevant past experience and achievements?
0	No Response	There is no response
1	Unsatisfactory	An unsatisfactory score will be applied if: - the response lacks explanatory detail with little or no supporting evidence; - the response fails to address one or more of the requirements; and - the response provides National Highways with unsatisfactory confidence that the Applicant has demonstrated relevant professional and technical ability.
3	Weak	A weak score will be applied if: - the response fails to address one or more of the requirements, and - the response provides weak level of confidence that the Applicant has demonstrated: - relevant professional and technical ability; and - this is supported by limited evidence of relevant past experience and achievements.
6	Good	A good score will be applied if: - the response provides some explanatory details - the response addresses all of the requirements, and - the response provides a good level of confidence that the Applicant has demonstrated: - Relevant professional and technical ability; and - This is supported by adequate evidence of relevant past experience and achievements.
9	Very Good	A very good score will be applied if: - the response addresses all of the requirements, and - the response provides a very good level of confidence that the Applicant has demonstrated: - Relevant professional and technical ability; and - This is supported by good evidence of relevant past experience and achievements.
10	Excellent	An excellent score will be applied if the response: - the response addresses all of the requirements, and - the response provides an excellent level of confidence that the Applicant has demonstrated: - Relevant professional and technical ability; and - This is supported by very good evidence of relevant past experience and achievements.

Table 29 – Part 19 Question P19-4 Scoring Matrix

Score	Classification	To what extent does the response show the Applicant possesses the professional and technical ability to deliver the Framework, and is supported by evidence of relevant past experience and achievements?
0	No Response	There is no response
1	Unsatisfactory	An unsatisfactory score will be applied if: - the response lacks explanatory detail with little or no supporting evidence; - the response fails to address one or more of the requirements; and - the response provides National Highways with unsatisfactory confidence that the Applicant has demonstrated relevant management of a self-delivery model and capability.
3	Weak	A weak score will be applied if: - the response fails to address one or more of the requirements, and - the response provides weak level of confidence that the Applicant has demonstrated: - Relevant management of a self-delivery model and capability; and - This is supported by limited evidence of relevant past experience.
6	Good	A good score will be applied if: - the response addresses all of the requirements, and - the response provides a good level of confidence that the Applicant has demonstrated: - Relevant management of a self-delivery model and capability; and - This is supported by adequate evidence of relevant past experience
9	Very Good	A very good score will be applied if:

		- the response addresses all of the requirements, and - the response provides a very good level of confidence that the Applicant has demonstrated - Relevant management of a self-delivery model and capability; and - This is supported by good evidence of relevant past experience
10	Excellent	An excellent score will be applied if: - the response addresses all of the requirements, and - the response provides an excellent level of confidence that the Applicant has demonstrated: - Relevant management of a self-delivery model and capability; and - This is supported by very good evidence of relevant past experience

Table 30 – Part 19 Question Scoring Matrix applicable to Band A, B, C, and D

Score	Classification	To what extent does the response show the Applicant and is supported by evidence of commitment to carbon reduction, and achievements?
0	No response	There is no response
1	Unsatisfactory	An unsatisfactory score will be applied if: - if there is no PAS2080 certification; - the response lacks explanatory detail with little or no supporting evidence in reduction in carbon use; - the response fails to address one or more of the requirements, and - the response provides National Highways with unsatisfactory confidence that the Applicant has demonstrated previous commitment to carbon.
3	Weak	A weak score will be applied if: - if there is no PAS2080 certification; - the response fails to address one or more of the requirements; and

		- the response provides weak level of confidence that the Applicant has demonstrated: - Commitment to carbon reduction which is supported by limited evidence of reduction in carbon use; or - limited evidence with specific construction and/or maintenance carbon reduction initiatives provided, which will support NH to deliver its Net Zero Objectives.
6	Good	A good score will be applied if: - if there is no PAS2080 certification; - the response addresses all of the requirements; and - it provides a good level of confidence that the Applicant has demonstrated: - Commitment to carbon reduction which is supported by good evidence of a reduction in carbon use; and - good evidence with specific construction and/or maintenance carbon reduction initiatives provided, which will support NH to deliver its Net Zero Objectives.
9	Very Good	A very good score will be applied if: - if there is no PAS2080 certification; - the response addresses all of the requirements; and - the response provides a very good level of confidence that the Applicant has demonstrated: - Commitment to carbon reduction which is supported by very good evidence of a reduction in carbon use; and - Very good evidence with specific construction and/or maintenance carbon reduction initiatives provided, which will support NH to deliver its Net Zero Objectives
10	Excellent	An excellent score will be applied if the response: - The response provides evidence of PAS2080 certification; or - there is no PAS2080 certification but - the response addresses all of the requirements; and - it provides an excellent level of confidence that the Applicant has demonstrated:

		• Commitment to carbon reduction which is supported by excellent evidence of a reduction in carbon use; and • Excellent evidence with specific construction and/or maintenance carbon reduction initiatives provided, which will support NH to deliver its Net Zero Objectives.
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Table 31 – Part 19 Question Scoring Matrix applicable to Band E, and F.

Score	Classification	To what extent does the response show the Applicant and is supported by evidence of commitment to carbon reduction, and achievements?
0	No Response	There is no response
1	Unsatisfactory	An unsatisfactory score will be applied if: • if there is no PAS2080 certification; • the response provides little or no supporting narrative in reduction in carbon use; • the response fails to address one or more of the requirements; and • the response provides National Highways with unsatisfactory confidence that the Applicant has demonstrated understanding of the commitment to carbon reduction.
3	Weak	A weak score will be applied if: • If there is no PAS2080 certification; • the response fails to address one or more of the requirements; and • the response provides weak level of confidence that the Applicant has demonstrated: • Understanding of carbon reduction supported by limited narrative around reduction in carbon use; or • Knowledge and examples of construction &/or maintenance carbon reduction initiatives, which could support NH to deliver its Net Zero Objectives.
6	Good	A good score will be applied if: • if there is no PAS2080 certification; • the response addresses all of the requirements; and

		- the response provides a good level of confidence that the Applicant has demonstrated: - Understanding of the commitment to carbon reduction which is supported by good narrative describing relevant reductions in carbon use; or - good knowledge and examples of construction and/or maintenance carbon reduction initiatives, which could support NH to deliver its Net Zero Objectives.
9	Very Good	A very good score will be applied if: - if there is no PAS2080 certification; - the response addresses all of the requirements; and - it provides a very good level of confidence that the Applicant has demonstrated: - Understanding of the commitment to carbon reduction which is supported by very good narrative describing relevant reductions in carbon use and how this relates to the principles of best practice; and - Very Good Knowledge and examples of construction and/or maintenance carbon reduction initiatives, which will support NH to deliver its Net Zero Objectives.
10	Excellent	An excellent score will be applied if the response: - the response provides evidence of PAS2080 certification, or - there is no PAS2080 certification but : - the response addresses all of the requirements; and - it provides an excellent level of confidence that the Applicant has demonstrated: - Understanding of the commitment to carbon reduction which is supported by excellent narrative describing relevant reductions in carbon use and how this relates to the principles of best practice and how this relates to PAS2080; and - Very Good Knowledge and evidence of construction and/or maintenance carbon reduction initiatives, which will support NH to deliver its Net Zero Objectives.

4. PROFESSIONAL AND TECHNICAL ABILITY ASSESSMENT PROCEDURE

4.1.1. The assessment for the Part 19 Professional and Technical Ability Questions P19-1A/1B/1C/1D through to P19-5A/B inclusive will be assessed in the following stages:

4.1.2. **Table 32 – Part 19 Assessment Procedure**

Stage 0	Compliance	Where Applicants have not answered any question(s) in full and/or included the detail required. The Applicant may not be included to progress to Stage 1.
Stage 1	Individual Evaluation	The responses to questions P19-1A/1B/1C/1D through to P19-5A/B will be issued to the assessment panels for independent evaluation. Each assessment panel member will assess the response to the respective question and allocate a mark and rationale based upon the scoring matrix in Tables 28,29,30 and 31.
Stage 2	Moderation	Moderation meetings will be held between individual assessment panel members from the respective panels to agree a consensus score and rationale for each Applicant for each question.
Stage 3	Quality Assurance	A Quality Assurance review will be undertaken on the consensus scores agreed at Moderation to confirm these are justifiable and that the rationale supports the scoring. If not, or where further clarity is required, this will be referred back to the Moderation Panel for further deliberation and the Moderation Panel may either confirm its original score or amend it.
Stage 4	Final Score	Depending on the Lot (and the applicable questions in each Lot), the total score for questions P19-

		1A/1B/1C/1D through to P19-5A/B will be added together to derive the Final Score.
Stage 5	Ranking	For each Lot, Applicants will be ranked from highest to lowest based upon their Final Score of the scored questions.

4.2. Final Score

- 4.2.1. A few examples of the Final Score are provided in the tables below, to help provide context to the assessment procedure above.

Table 33 – Example 1: Lot 5.2 Scheme Design

Question	Description	Score
P19-1B	Design specific question (Technical Ability)	6
P19-2	Capacity Planning	6
P19-3	Stakeholder/ Customer	6
P19-5B	Carbon Reduction - Design	6
Final Score		24

Table 34 – Example 2: Lot 6 Traffic Management

Question	Description	Score
P19-1C	Technical Ability	8
P19-2	Capacity Planning	8
P19-3	Stakeholder/ Customer	8
P19-4	Technical Capability/ Resources/ Self-Delivery	8
P19-5A	Carbon Reduction – Delivery	8
Final Score		40

Table 35 – Example 3: Lot 8 Joints and Waterproofing

Question	Description	Score
P19-1	Technical Ability	6
P19-2	Capacity Planning	9
P19-4	Technical Capability/ Resources/ Self-Delivery	6
P19-5A	Carbon Reduction – Delivery	9
Final Score		30

5. SHORTLISTING

- 5.1.1. All Applicants who pass the mandatory pass / fail requirements in the PSQ will then be subsequently ranked from highest (1st) to lowest in each Lot the Applicant has preferenced, based on their 'Final Score' for Part 19 Questions P19-1A/1B/1C/1D through to P19-5A/B.
- 5.1.2. The highest ranking Applicants for each Lot will be invited to the ITT stage, until the maximum number of Applicants to be shortlisted has been reached for each Lot, as set out in Table 36.
- 5.1.3. Where an Applicant or Applicants has / have the same score as the Applicant taking the final place on a Lot, then all Applicants who share the same score may be shortlisted and invited to tender (thereby exceeding the maximum number of Applicants shown in the Table 36).
- 5.1.4. Applicants who have not been shortlisted in a Lot(s) will not be invited to tender and will take no further part in the procurement process.
- 5.1.5. The maximum number of Applicants who will be invited to tender for each Lot is listed in the table below.

Table 36 – Number of Applicants to be Invited to Tender

Lot	No of Place – SDF2	Award restrictions In Lot	Maximum No of Applicants invited to tender
Lot 1 – Main Contractor	5 (3 + 2 Contingency)	1 place in Lot 1	10
Lot 2 – General Civils	24 (18 + 6 Contingency)	Up to 2 Sublots	20
Lot 3 – Pavements	25 (19 + 6 Contingency)	Up to 4 Sublots	15
Lot 4 – Tunnels	2 (1 + 1 Contingency)	N/A	4
Lot 5.1 – Tech Design	4 (2 + 2 Contingency)	N/A	8
Lot 5.2 – Design	18 (12 + 6 Contingency)	Up to 2 Sublot	15

Lot 6 – Traffic Management	25 (19 + 6 Contingency)	up to 3 Sublot	15
Lot 7 – Structures	19 (13 + 6 Contingency)	up to 4 Sublot	15
Lot 8 – Joints & Waterproofing	18 (12 + 6 Contingency)	up to 4 Sublots	15
Lot 9 – Landscaping	18 (12 + 6 Contingency)	up to 4 Sublots	20
Lot 10 – Road Markings	18 (12 + 6 Contingency)	up to 4 Sublots	20
Lot 11 – Signs and Lighting	18 (12 + 6 Contingency)	up to 3 Sublots	20
Lot 12 – RRS / VRS	18 (12 + 6 Contingency)	up to 3 Sublots	20

5.2. Notification of Outcome of PSQ Assessment

- 5.2.1. Successful Applicants will be notified in writing and invited to participate in the next stage of the procurement process.
- 5.2.2. Unsuccessful Applicants will be informed in writing of the Authority's decision together with feedback in respect of each unsuccessful Applicant's PSQ Response.

6. LIST OF ANNEXES

Table 37 – List of Annexes

Annex A	SDF2_PSQ_Annex A_JV Consortium Info
Annex B	SDF2_PSQ_Annex B_Group Structure and Associated Companies
Annex C	SDF2_PSQ_Annex C_List of Subcontractors
Annex D	SDF2_PSQ_Annex D_Self Cleaning
Annex E	SDF2_PSQ_Annex E_Bidding and Award Rules
Annex F	SDF2_PSQ_Annex F_Preference Form
Annex G	SDF2_PSQ_Annex G_Preferencing Procedure
Annex H	SDF2_PSQ_Annex H_Guarantor Company Information
Annex I	SDF2_PSQ_Annex I_Form of Parent Company Guarantee
Annex J	SDF2_PSQ_Annex J_Reference Project Contact Details
Annex K	SDF2_PSQ_Annex K_Payment of Invoices
Annex L	SDF2_PSQ_Annex L_Conflict of Interest Declaration Form
Annex M	PSQ Printable Copy (Reference Only)
Annex N	SDF2_PSQ_Annex N_National Highways Sector Schemes (NHSS)
Annex O	SDF2_PSQ_Annex O_Conditions of Participation Query Template

Appendix 1 – Number of Positions Available under the Framework

BAND A – Main Contractor						
Lot	1/National					
Lot 1 - Main Contractor	3					
Contingency Suppliers	2					
BAND B – General Civils, Drainage, Concrete and Pavements						
Lot	2/NE	2/NW	2/SE	2/SW	2/M	2/E
Lot 2 - General Civils, Drainage & Concrete	3	3	3	3	3	3
Lot 2 - Contingency Suppliers	1	1	1	1	1	1
	3/NE	3/NW	3/SE	3/SW	3/M	3/E
Lot 3 – Pavements	3	3	4	2	4	3
Lot 3 – Contingency Suppliers	1	1	1	1	1	1
BAND C – Tunnels						
Lot	4/National					
Lot 4 - Tunnels	1					
Lot 4 - Contingency Suppliers	1					
BAND D – Design						
Lot	5.1/N (NE, NW & M)			5.1/S (SE, SW & E)		
Lot 5.1 - Technology Design	1			1		
Lot 5.1 - Contingency Suppliers	1			1		
	5.2/NE	5.2/NW	5.2/SE	5.2/SW	5.2/M	5.2/E
Lot 5.2 - Design	2	2	2	2	2	2
Lot 5.2 - Contingency Suppliers	1	1	1	1	1	1
BAND E - Traffic Management						
Lot	6/NE	6/NW	6/SE	6/SW	6/M	6/E
Lot 6 - Traffic Management	3	3	3	3	4	3
Lot 6 - Contingency Suppliers	1	1	1	1	1	1
BAND F - Specialist works						
Lot	7/NE	7/NW	7/SE	7/SW	7/M	7/E
Lot 7 - Structures	2	2	2	2	3	2
Lot 7 - Contingency Suppliers	1	1	1	1	1	1

	8/NE	8/NW	8/SE	8/SW	8/M	8/E
Lot 8 - Joints and Waterproofing	2	2	2	2	2	2
Lot 8 - Contingency Suppliers	1	1	1	1	1	1
	9/NE	9/NW	9/SE	9/SW	9/M	9/E
Lot 9 - Landscaping	2	2	2	2	2	2
Lot 9 - Contingency Suppliers	1	1	1	1	1	1
	10/NE	10/NW	10/SE	10/SW	10/M	10/E
Lot 10 - Road Markings	2	2	2	2	2	2
Lot 10 - Contingency Suppliers	1	1	1	1	1	1
	11/NE	11/NW	11/SE	11/SW	11/M	11/E
Lot 11 - Signs & Lighting	2	2	2	2	2	2
Lot 11 - Contingency Suppliers	1	1	1	1	1	1
	12/NE	12/NW	12/SE	12/SW	12/M	12/E
Lot 12 - RRS/VRS	2	2	2	2	2	2
Lot 12 - Contingency Suppliers	1	1	1	1	1	1

Appendix 2 – Lot/Sublot Turnover Thresholds for PSQ Assessment

Band	Lot	Sublot	Estimated Total Sublot Value	Minimum Estimated Annualised value per supplier	SDF2 Financial Threshold (2/ 1.6 times annualised value)
A	Lot 1 – Main Contractor	National	£193,900,476	£64,600,492	£129,200,984
B	Lot 2 – General Civils	NE	£12,262,500	£2,452,500	£4,905,000
		NW	£20,532,239	£4,106,448	£8,212,896
		SE	£31,931,806	£6,386,361	£12,772,722
		SW	£44,810,727	£8,962,145	£17,924,290
		M	£18,156,250	£3,631,250	£7,262,500
		E	£39,492,349	£7,898,470	£15,796,940
	Lot 3 – Pavements	NE	£55,500,000	£11,100,000	£22,200,000
		NW	£50,529,915	£10,105,983	£20,211,966
		SE	£39,117,085	£7,823,417	£15,646,834
		SW	£36,540,485	£14,616,194	£29,232,388
		M	£70,625,000	£14,125,000	£28,250,000
		E	£57,756,739	£11,551,348	£23,102,696
C	Lot 4 – Tunnels	National	£3,500,000	3,500,000	£7,000,000

D	Lot 5.1 – Tech Design	North	£10,644,655	£10,644,655	£21,289,310
		South	£10,018,241	£10,018,241	£20,036,482
	Lot 5.2 Design	NE	£14,298,012	£5,719,205	£11,438,410
		NW	£16,549,672	£6,619,869	£13,239,738
		SE	£14,164,320	£5,665,728	£11,331,456
		SW	£13,222,902	£5,289,161	£10,578,322
		M	£9,266,875	£3,706,750	£7,413,500
		E	£9,510,569	£3,804,228	£7,608,456
E	Lot 6 – Traffic Management	NE	£26,963,250	£6,590,217	£13,180,434
		NW	£33,105,176	£7,713,498	£15,426,996
		SE	£19,807,416	£6,602,472	£13,204,944
		SW	£36,112,209	£11,555,473	£23,110,946
		M	£35,987,500	£8,746,875	£17,493,750
		E	£22,557,930	£5,780,946	£11,561,892
F	Lot 7 – Structures	NE	£15,000,000	£6,000,000	£9,600,000
		NW	£3,398,522	£1,359,409	£2,175,054.4
		SE	£7,646,627	£3,058,651	£4,893,841.6
		SW	£4,157,845	£1,663,138	£2,661,020.8
		M	£14,125,000	£2,825,000	£4,520,000
		E	£2,313,024	£925,210	£1,480,336

	Lot 8 – Joints & Waterproofing	NE	£3,750,000	£1,500,000	£2,400,000
		NW	£2,964,315	£1,185,726	£1,897,161.6
		SE	£2,910,707	£1,164,283	£1,862,852.8
		SW	£2,237,250	£894,900	£1,431,840
		M	£3,075,000	£1,230,000	£1,968,000
		E	£2,313,024	£925,210	£1,480,336
	Lot 9 – Landscaping	NE	£2,859,375	£1,143,750	£1,830,000
		NW	£2,278,203	£911,281	£1,458,049.6
		SE	£1,750,000	£700,000	£1,120,000
		SW	£943,112	£377,245	£603,592
		M	£3,750,000	£1,500,000	£2,400,000
		E	£1,761,911	£704,764	£1,127,622.4
	Lot 10 – Road Markings	NE	£4,873,875	£2,129,438	£3,407,100.8
		NW	£4,363,150	£1,745,260	£2,792,416
		SE	£3,186,036	£1,470,000	£2,352,000
		SW	£2,786,551	£1,393,275	£2,229,240
		M	£10,250,000	£4,750,000	£7,600,000
		E	£7,871,753	£3,415,446	£5,464,713.6
	Lot 11 – Signs and Lighting	NE	£8,178,750	£3,271,500	£5,234,400
		NW	£10,549,916	£4,219,967	£6,751,947.20
		SE	£3,892,566	£1,557,026	£2,491,241.6

		SW	£1,325,397	£530,159	£848,254.4
		M	£11,250,000	£4,500,000	£7,200,000
		E	£6,939,072	£2,775,629	£4,441,006.4
	Lot 12 – RRS / VRS	NE	£8,353,125	£3,341,250	£5,356,000
		NW	£2,777,729	£1,111,092	£1,777,747.2
		SE	£7,657,245	£3,062,898	£4,900.636.8
		SW	£5,217,311	£2,086,924	£3,339,078.4
		M	£8250,000	£3,300,000	£5,280,000
		E	£4,163,433	£1,665,377	£2,664,539.20

Each Sublot value is based on the minimum allocation available for that Sublot.

Appendix C - Projected annualised contract value based upon the Supplier award position, used at Framework Award Stage

Lot	Lot Name	Ranking	NE	NW	Mids	SE	East	SW
Lot 1	Main Contractor	Supplier A	£64,633,492					
		Supplier B	£64,633,492					
		Supplier C	£64,633,492					
Lot 2	General Civils	Supplier A	£6,131,250	£10,266,119	£9,078,125	£15,965,903	£19,746,175	£22,405,364
		Supplier B	£3,678,750	£6,159,672	£5,446,875	£9,579,542	£11,847,705	£13,443,218
		Supplier C	£2,452,500	£4,106,448	£3,631,250	£6,386,361	£7,898,470	£8,962,145
Lot 3	Pavement	Supplier A	£27,750,000	£25,264,958	£21,187,500	£11,735,126	£28,878,369	£21,924,291
		Supplier B	£16,650,000	£15,158,975	£21,187,500	£11,735,126	£17,327,022	£14,616,194
		Supplier C	£11,100,000	£10,105,983	£14,125,000	£7,823,417	£11,551,348	
		Supplier D			£14,125,000	£7,823,417		
Lot 4	Tunnels	Supplier A	£3,500,000					
Lot 5.1	Tech Design	Supplier A	£10,644,655			£10,018,241		
Lot 5.2	Design	Supplier A	£8,578,807	£9,929,803	£5,560,125	£8,498,592	£5,706,341	£7,933,741
		Supplier B	£5,719,205	£6,619,869	£3,706,750	£5,665,728	£3,804,228	£5,289,161
Lot 6	TM (Direct + Indirect)	Supplier A	£11,984,666	£15,187,009	£9,246,875	£6,602,472	£9,692,266	£12,639,815
		Supplier B	£8,388,367	£10,204,668	£9,246,875	£6,602,472	£7,084,719	£11,916,921
		Supplier C	£6,590,217	£7,713,498	£8,746,875	£6,602,472	£5,780,946	£11,555,473
		Supplier D			£8,746,875			
Lot 7	Structures	Supplier A	£9,000,000	£2,039,113	£7,062,500	£4,587,976	£1,387,814	£2,494,707
		Supplier B	£6,000,000	£1,359,409	£4,237,500	£3,058,651	£925,210	£1,663,138
		Supplier C			£2,825,000			
Lot 8	Waterproofing & Expansion Joints	Supplier A	£2,250,000	£1,778,589	£1,845,000	£1,746,424	£1,387,814	£1,342,350
		Supplier B	£1,500,000	£1,185,726	£1,230,000	£1,164,283	£925,210	£894,900
Lot 9	Landscaping	Supplier A	£1,715,625	£1,366,922	£2,250,000	£1,050,000	£1,057,146	£565,867
		Supplier B	£1,143,750	£911,281	£1,500,000	£700,000	£704,764	£377,245
Lot 10	Road Markings (Direct + Indirect)	Supplier A	£2,744,438	£2,617,890	£5,500,000	£1,716,036	£4,456,307	£1,393,275
		Supplier B	£2,129,438	£1,745,260	£4,750,000	£1,470,000	£3,415,446	£1,393,275
Lot 11	Signs & Lighting	Supplier A	£4,907,250	£6,329,950	£6,750,000	£2,335,540	£4,163,443	£795,238
		Supplier B	£3,271,500	£4,219,967	£4,500,000	£1,557,026	£2,775,629	£530,159
Lot 12	RRS	Supplier A	£5,011,875	£1,666,638	£4,950,000	£4,594,347	£2,498,066	£3,130,386
		Supplier B	£3,341,250	£1,111,092	£3,300,000	£3,062,898	£1,665,377	£2,086,924