

**MHCLG APD Solution – Invitation to Tender**

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**Ministry of Housing, Communities and Local Government**

**In collaboration with:  
The Incubator for AI, part of the  
Department of Science Innovation and Technology**

**Augmented Planning Decisions  
(APD)  
Solution Procurement**

**INVITATION TO TENDER**

Tender notice ref number: ntc\_4358  
(ITT number: itt\_2441)

Contract Title:	MHCLG Augmented Planning Decisions		
Project Name:	Procurement of AI Solution to enable MHCLG Augmented Planning Decisions		
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Author / Position:	Gavin Hall, Interim Procurement Lead, Commercial Innovation Hub, DSIT		
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### Procedure and Deadline for Responding to This Document

The deadline for responding to this is Invitation to Tender is 5pm  
Wednesday 15<sup>th</sup> January 2026 and is detailed in  
Section 2.10 Procurement Timetable.

Bidding Entity are asked to note 5 Instructions to Bidding Entities

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### EXECUTIVE SUMMARY

The Ministry of Housing, Communities and Local Government (MHCLG), in collaboration with the Department for Science, Innovation and Technology (DSIT), is conducting a procurement for an Augmented Planning Decisions Solution (APD Solution). This AI-driven system aims to revolutionise planning decisions across England's Local Planning Authorities (LPAs) by enhancing speed, accuracy, and transparency, aligning with government standards and housing delivery goals.

- **Project Overview:** The APD Solution will use AI, to support planning officers in making faster, evidence based decisions while ensuring statutory compliance. It will integrate with existing systems, access open data sources, and offer intuitive interfaces for users.
- **Procurement Process:** The procurement follows an accelerated Competitive Flexible Procedure under the Procurement Act 2023 (Act), including a Discovery Demonstration phase for bidders to demonstrate feasibility and innovation. Key deadlines include tender submission by 7th January 2026 and Contract award by 22nd January 2026.
- **Solution Scope:** The Contract encompasses design, development, deployment, and operation of the APD Solution nationally across 317 LPAs, utilising agile type methodologies, DevOps practices, and ensuring security, scalability, and compliance with government standards.
- **Evaluation Criteria:** Submissions will be assessed on compliance, mandatory requirements, discovery demonstration (40% weighting), business outcomes, functional and non-functional requirements, team capability, LPA enablement, support services, social value, and financial proposal.
- **Contractual Framework:** The Contract is based on the HM Government Mid-Tier Template Contract, with schedules adapted for MHCLG needs covering intellectual property, security, performance levels, and other operational aspects. Acceptance of all terms is mandatory for bidders.
- **Tender Submission Requirements:** Bidders must submit a comprehensive written response structured around mandatory compliance statements, technical and business outcomes, social value, and pricing through Jagger. A Discovery Demonstration is required to showcase Solution feasibility.
- **Move to Production and LPA Enablement:** The supplier will plan and execute a phased national rollout, including LPA onboarding, training, integration with local workflows, and ongoing support during a bedding-in period, following best practice project management.
- **Social Value Commitment:** The procurement emphasises secondary benefits such as skills development, supporting SMEs and diverse supply chains, apprenticeships, and promoting inclusive economic growth aligned with government social value policies.

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# 1. INTRODUCTION AND INVITATION

## 1.1 Introduction to this Document

The Department for Science, Innovation and Technology (DSIT), on behalf of the Ministry for Housing, Communities and Local Government (MHCLG) is launching a procurement for an Augmented Planning Decision Solution to transform the way planning decisions are made across local authorities. This initiative aims to harness advanced technologies, frontier AI, and other advanced technology, to improve decision-making speed, accuracy, and transparency. By reducing administrative burden and enhancing user experience, the Solution will deliver significant benefits to planning officers, local authorities, and citizens.

DSIT/MHCLG seek suppliers with proven capability to deliver secure, scalable, and innovative Solution that aligns with government standards and drive measurable outcomes.

This Procurement is being conducted in accordance with the Act using an accelerated Competitive Flexible Procedure. This document describes how the Procurement will be conducted, including details of the associated Procurement timetable and award criteria and how to respond to this opportunity. Bidding Entities are strongly encouraged to read this document before preparing their submission.

## 1.2 Purpose of the Procurement

The objective is to identify a Bidding Entity who can submit the Most Advantageous Tender which details the design, build, the generation of a production service and the roll-out of a technology Solution which incorporates the most advanced position in AI technology that shall supports planning officers in making faster, evidence based decisions while maintaining compliance with statutory requirements. The Solution should function as a planning tool, access existing open access data sources, integrate seamlessly with existing systems, ensure data security, and provide intuitive user interfaces.

## 1.3 Your Invitation

You have been selected through the Procurement Specific Questionnaire (PSQ) and invited to submit a tender. You are therefore invited to:

1. Review the tender documentation provided in the portal.
2. Submit a comprehensive tender as defined in Section 6 Tender Submission Requirements in the context of the draft terms and conditions on offer.
3. Demonstrate how your proposed Solution shall meet the business outcomes and requirements specified.

The invitation extended in accordance with the Procurement Act 2023 which governs all of the buyer's procurement activity.

**Please read this document carefully, as failure to comply with this document may result in exclusion from the Procurement and/or the rejection of any submission.**

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### 1.4 Discovery Demonstrator

Before suppliers submit their full tenders, DSIT/MHCLG will conduct a short, structured Discovery Stage. This phase is designed to ensure that all participants have a thorough understanding of the technical, functional, and regulatory context of the Augmented Planning Decision Solution. It will also provide an opportunity to validate feasibility and encourage innovation.

During Discovery, the Bidding Entity could explore integration points, test the open data availability, and identify any constraints that may affect delivery. This process is intended to inform and strengthen tender submissions by enabling the Bidding Entity to propose Solutions that are both practical and innovative.

To support this, DSIT will host a one-to-one briefing explain project objectives, user needs, and the existing infrastructure. Bidding Entity will also be given access to reference materials, including non-sensitive datasets. In addition, a structured Q&A process will allow suppliers to raise questions and receive consolidated responses in a commercially sensitive context.

By the end of Discovery/Tender phase, Bidding Entities should have the insights needed to refine their technical approach and delivery plan etc. These reflections should be incorporated in the tender submission, demonstrating how the proposed Solution addresses identified challenges and leverages opportunities uncovered during this stage. The Discovery demonstration, and the written response, shall both be taken into account for the purposes of evaluation and selection.

### 1.5 Key Contracting Dates

The key dates of the procurement and Solution Delivery are as follows, all bar point 1 are subject to the satisfactory acceptance of the Alpha and Beta Solution, the Production Service and roll-out to LPAs:

1. Discovery demonstration	13 <sup>th</sup> to 14 <sup>th</sup> January 2026
<b>2. Tender submission deadline</b>	<b>5pm 15<sup>th</sup> January 2026</b>
3. Identification of preferred bidder	19 <sup>th</sup> January 2026
4. Standstill period	19 <sup>th</sup> – 28 <sup>th</sup> January 2026
5. Target Contract Award	28 <sup>th</sup> January
6. Expected acceptance of an Alpha Solution	April 2026
7. Expected acceptance of the Beta Solution	April 2027 (Costed Option)
8. Acceptance into production	April 2027 (Costed Option)
9. Roll-out and LPA Enablement completed by	April 2028 (Costed Option)
10. Planned termination of the Contract	April 2029 (If operates for planned duration)

All references to dates and times within this document shall be interpreted in accordance with the United Kingdom time zones applicable at the date of the Procurement (i.e. GMT/BST).

Please note that the Authority reserves the right, in its absolute discretion, to amend the Procurement Timetable or extend any time period in connection with the Procurement. Any changes to the Procurement Timetable will be notified simultaneously to the Bidding Entities.

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### 1.6 Submission Instructions

Please submit your tender through Jagger portal which can be found at: [Department for Business, Energy & Industrial Strategy](#) by the deadline stated above. Late submissions cannot be accepted. All proposals must comply with the requirements set out in the tender documentation.

The Authority reserves the right to issue updated versions of this document to Bidding Entity as and when the need arises, to reflect the corresponding stage of the Competitive Flexible Procedure, together with any changes to the Procurement, including adjustment to the timetable, or any other new information.

### 1.7 Contact for Queries

All inquiries related to this invitation or the procurement process should be submitted via the Jagger portal.

### 1.8 Getting Started

This document should be read in conjunction with the Tender Notice **ntc\_4240 (PQQ number: pqq\_96)** and any other Procurement documents which have been made available at this stage of the Procurement.

**Please read and ensure compliance with the Procurement terms and conditions contained in Appendix A.**

Common terms and expressions shall have the meanings ascribed to them in the glossary in Appendix E Glossary of Terms .

All references to a 'section' are to a section in this document and not a section in the Procurement Act 2023 unless otherwise stated.

All references to a 'paragraph', 'appendix' or 'annex' are to a paragraph, appendix or annex of this document unless otherwise stated.

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## 2. BACKGROUND & PROJECT OVERVIEW

### 2.1 Introduction to the Authority (MHCLG)

The Ministry of Housing, Communities and Local Government (MHCLG) is a central government department responsible for shaping housing, planning, and local governance policy across England. Its core mission is to create thriving communities by ensuring access to quality housing, supporting local authorities, and promoting democratic engagement. MHCLG also plays a vital role in building safety, homelessness prevention, and delivering regeneration projects that strengthen the social fabric of towns and cities.

In recent years, MHCLG has sharpened its focus on addressing systemic challenges in housing and planning. Its short-term strategy is anchored in several priorities: accelerating housebuilding to meet national targets, improving renters' rights, and enforcing building safety standards following the Grenfell Tower tragedy. The department is also committed to "levelling up" regions by investing in infrastructure and regeneration projects that empower local communities. These objectives are reflected in its annual plans and budget allocations, which emphasise affordable housing delivery, local government resilience, and strategic infrastructure development.

One of MHCLG's most significant initiatives is reforming the planning system to make it more efficient and transparent. The Digital Planning Programme, launched in early 2025, aims to modernise local plan-making by providing digital tools, policy maps, and streamlined processes. This innovation is designed to help Local Planning Authorities (LPAs) produce plans that are faster, clearer, and more accessible to the public. Alongside this, updates to the National Planning Policy Framework (NPPF) and Planning Practice Guidance set out mandatory housing targets and transitional arrangements, ensuring consistency across England.

MHCLG's relationship with LPAs is central to delivering these reforms. The department provides financial support, such as targeted funding for authorities preparing local plans under Regulations 18 and 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012. It also issues guidance through Chief Planner newsletters, which cover topics like Green Belt reviews, infrastructure planning, and housing delivery. By working closely with the Local Government Association (LGA), MHCLG promotes practical reforms, training, and collaboration to strengthen local capacity. Furthermore, coordination with the Planning Inspectorate ensures that plan examinations are pragmatic and avoid unnecessary delays.

Beyond technical support, MHCLG fosters a strategic partnership with LPAs to implement national priorities at the local level. Initiatives such as the New Towns Taskforce and affordable housing programmes exemplify this collaborative approach. By combining policy leadership with funding and digital innovation, MHCLG enables LPAs to meet housing needs while balancing environmental and community considerations.

In summary, MHCLG's short-term strategy revolves around fixing fundamental issues in housing and planning, delivering affordable homes, and empowering local authorities through resources and guidance. Its relationship with LPAs is not merely

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supervisory but collaborative, ensuring that national ambitions translate into tangible outcomes for communities across England.

### 2.2 Planning Challenges in the UK

The problems that arise with the current planning application and approval system, derived from a number of sources in the public domain, include:

1. Planning applications often face chronic backlogs and long delays, with major decisions frequently being taken far beyond statutory deadlines.
2. LPAs are severely under-resourced, leading to capacity issues and slowing progress for developers.
3. Frequent policy changes and inconsistent application of rules create uncertainty and unpredictability for applicants.
4. High costs and prolonged delays cause many projects to become financially unviable, forcing some developers to abandon them.
5. Approval rates in rural areas are particularly low, limiting housing delivery and local investment.
6. Poor communication and limited public engagement make the process frustrating and opaque for stakeholders.
7. The system relies on inconsistent processes and outdated technology, with low adoption of integrated digital tools.

### 2.3 MHCLG's Digital Planning Programme

The Digital Planning Programme is a government initiative designed to modernise and streamline the planning system in England. Its core aim is to make local plan-making faster, more transparent, and easier for both planning authorities and the public. Traditionally, planning processes have relied heavily on paper-based systems and fragmented digital tools, which often lead to delays and inefficiencies. The programme addresses these challenges by introducing a standardised digital approach.

Key features include the development of digital tools and platforms that allow Local Planning Authorities (LPAs) to create and publish plans in a consistent, user-friendly format. These tools incorporate interactive policy maps, data-driven insights, and automated workflows to simplify complex planning tasks. By adopting these innovations, LPAs can reduce administrative burdens, improve accuracy, and enhance public engagement through accessible online consultations.

The programme also supports better integration of planning data across regions, enabling more informed decision-making and faster approvals. Ultimately, the Digital Planning Programme is part of MHCLG's broader strategy to reform the planning system, accelerate housing delivery, and ensure that communities have a clearer voice in shaping development. It represents a significant step toward a more efficient, transparent, and collaborative planning process for the future.

### 2.4 MHCLG Open Digital Planning Community

MHCLG's Digital Planning programme is a UK government initiative designed to modernise England's planning system by replacing outdated, document-heavy processes with data-driven, user-centred digital tools. It funds and supports the Open Digital Planning (ODP) community, currently made up of over 200 local

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planning authorities, who are working together to digitise the planning system. With support from MHCLG, LPAs have co-designed and adopted alternative modern software which can be found at [Our products | Open Digital Planning](#). Its core products include:

- *PlanX, a content management system to streamline planning guidance and submit planning applications;*
- *Back Office Planning System (BOPS), which streamlines validation and decision-making;*
- *Digital Planning Register, which shows planning applications in a clearer way, enhancing transparency and public engagement.*

These tools integrate with the national [Planning Data platform](#), ensuring standardised, accessible data across LPAs. By promoting open-source development and community-led improvements, ODP aims to accelerate housing delivery, reduce administrative burdens, and make planning more inclusive and efficient. It represents a shift towards a faster, more predictable, and collaborative planning ecosystem for councils, developers, and citizens..

The APD Solution, when accepted by MHCLG, will be delivered to the LPAs via ODP. MHCLG must therefore own the IP in a manner which permits all LPAs to access the Solution through this community. See Section 3 Terms & Conditions / Contractual Framework.

### 2.5 The Incubator for Artificial Intelligence

The Incubator for Artificial Intelligence (i.AI) is a high-agency technical team in DSIT that brings frontier AI capabilities into government, sets new precedents for public sector innovation, and supports the Plan for Change. i.AI was established to bring world-class talent into government, rapidly build AI tools for better public services, and set the precedent for adoption. The team uses the "Scan, Pilot, Scale" approach recommended in the AI Opportunities Action Plan, and recently launched the AI Opportunities Scan Unit to support public sector teams in exploring and applying AI responsibly, while scoping the next wave of frontier projects.

### 2.6 The Augmented Planning Decision Procurement

The Augmented Planning Decision project is, led by DSIT's Incubator team (now DSIT) for Artificial Intelligence (i.AI) team in collaboration with DSIT's Commercial Innovation Hub and MHCLG.

One existing success of this partnership is Extract, an in-house AI tool that uses the multimodal capabilities of frontier AI models to convert paper planning documents into modern geospatial data. Announced by the Prime Minister at London Tech Week in June 2025, this tool will be rolled out to all local authorities by Spring 2026 and trials at four councils—Hillingdon, Westminster, Nuneaton & Bedworth, and Exeter— have already demonstrated dramatic efficiency gains. A process that used to take 1–2 hours per document now completes in minutes. Now moving into Alpha, Extract is expanding to cover the 4 key document types covered by the Digital Planning Improvement Fund (Article 4 directions, Conservation Areas, TPOs, and Listed Buildings).

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The Augmented Planning Decisions project builds on this success by seeking to prove what digitised planning data can unlock when combined with the capability of frontier AI. The solution will set the precedent for a planning system transformed by AI and contribute to the Plan for Change milestone of 1.5 million new homes in this Parliament (no later than August 2029).

### 2.7 Overview of the Authority's Requirement

Having undertaken the Proposed Discovery before Contract, the Contract shall encompass the design, development, and deployment of an IT application, the Solution, that supports augmented planning decisions across all 317 LPAs in England. The Solution could be built using an Agile delivery methodology, ensuring iterative development, continuous stakeholder engagement, and rapid adaptation to emerging requirements. Bidding Entities are invited to become familiar with Schedule 28A (Agile Development Additional Terms). Each sprint could include comprehensive functional and non-functional testing, covering unit, integration, and user acceptance testing to guarantee quality and compliance.

Following development, the application will be rolled out nationally, with a structured onboarding process for all LPAs. This will include training, migration support, integration into local workflows and enablement support to minimise disruption and ensure smooth adoption.

Once operational, the Solution will be managed under a DevOps regime, combining development and operations practices to enable continuous integration, automated deployments, and proactive monitoring. This approach will ensure high availability, scalability, and rapid response to issues or enhancements. Security, data integrity, and compliance with government standards will be embedded throughout the lifecycle.

The scope includes all activities from initial design through to live operation, ensuring a robust, user-centric application that delivers measurable improvements in planning decision-making.

Delivering an IT application of this scale requires a blend of technical and delivery expertise. First, strong Agile delivery and project management skills are essential to manage iterative development, sprint planning, and stakeholder engagement, ensuring requirements are translated into actionable user stories. Alongside this, software engineering capability is critical, including full-stack development, API integration, and cloud architecture to build a secure, scalable Solution.

Equally important is quality assurance and testing, with proficiency in automated testing frameworks and performance validation to guarantee reliability and compliance. Once the application is live, a robust DevOps skill set underpins continuous integration and deployment, infrastructure automation, and proactive monitoring to maintain high availability and rapid response to issues.

The national roll-out across 317 Local Planning Authorities demands expertise in deployment planning and change management, including training and onboarding strategies to drive adoption. Finally, cybersecurity and compliance knowledge is vital to safeguard sensitive planning data, ensure GDPR compliance, and implement strong identity and access controls.

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These capabilities need to reside under an appropriate governance and Contract management regime. Together, and with the Authority, the skill sets should enable suppliers to design, build, and operate a Solution that is innovative, resilient, and aligned with government standards.

### 2.8 Preliminary Market Engagement

No preliminary market engagement has taken place. The requirements for ADP emerged from the Extract experience conducted by the i.AI engineers and are now brought to market.

### 2.9 The Procurement Process

The procurement process began with the publication of the tender notice and the PSQ via the Central Digital Platform (CDP). There were 35 suppliers PSQ submissions. These were evaluated against published criteria and resulted in the identification of five Bidding Entities.

These shortlisted suppliers, now Bidding Entities, are invited to submit detailed final bids that address technical design, innovations, pricing, management arrangements and compliance.

Submissions shall be evaluated against published award criteria covering quality including functional and non-functional needs, technology arrangements to be deployed, testing and acceptance milestones, service levels and pricing whilst ensuring transparency and value for money.

Following evaluation, a Contract award decision shall be made. The Authority shall publish the award notice and conduct the mandatory standstill period, allowing unsuccessful bidders time to challenge the outcome before Contract signature.

### 2.10 Procurement Timetable

The timetable for the remainder of the Procurement is set out in the table below (the Procurement Timetable). Deadlines for the submission of responses to the Authority are shown in bold. Failure to meet these deadlines will result in a Core Bidding Entity's submission not being considered unless there are exceptional mitigating circumstances such as a technical failure in connection with the Portal.

Target Date	Activity
16 December 2025	Down-selected Suppliers notification letters and Invitation to Tender Issued
17 December 2025 – 18 December 2025	Detailed briefing on Demo Build “Accelerator”
18 December 2025 – 12 January 2026	Active development period for Demo Build
13 January 2026 - 14 January 2026	Demonstrations (live presentation) (2 hours per participant), including technical Q&A and feasibility assessment.
15 January 2026 9am	Deadline for receipt of Supplier ITT Clarification Questions
15 January 2026 5pm	Tender deadline

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Target Date	Activity
16 January – 19 January 2026	Tender evaluation + moderation
19 January 2026	Publication of Contract Award Notice
19 January – 28 Jan	Standstill period
28 Jan 2026	Execution of contract
28 Jan 2026	Contract start date

Please note that the Authority reserves the right, in its absolute discretion, to amend the Procurement Timetable or extend any time period in connection with the Procurement. Any changes to the Procurement Timetable will be notified simultaneously to the Bidding Entities.

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### 3. TERMS & CONDITIONS / CONTRACTUAL FRAMEWORK

#### 3.1 Introduction

The terms and conditions governing this procurement have been derived from the HM Government Mid-Tier Template Contract, ensuring it is as consistent with established public sector standards as possible. This HMG templates can be found at [The Mid-Tier Contract - GOV.UK](https://www.gov.uk/guidance/the-mid-tier-contract). These provisions set out the legal and commercial framework under which the successful Bidding Entity will deliver the Augmented Planning Decision Solution. They cover key areas including scope of services, performance obligations, payment terms, intellectual property rights, data protection, confidentiality, and termination provisions. The Contract also incorporates requirements for compliance with relevant legislation, security standards, and governance arrangements.


By adopting the Mid-Tier template, DSIT/MHCLG ensures a balanced approach that protects public sector interests while enabling suppliers to operate effectively within a clear and transparent structure.

Some schedules have been amended to fit in with the MHCLG commercial and technical ecosystem. Where the schedules have been changed to accommodate the MHCLG requirements these are annotated in the table below.

The terms will form the basis of the final agreement and must be accepted in full by the successful bidder as part of Contract award.





#### 3.2 Contract Structure including Schedules

The embedded Contract and schedules make up the Contract and are as follows:

Contract Element	Title	Any Changes?	Rationale for the supplier	Included
	Core Terms	<p>The Authority has clarified in the Core Terms that the Supplier shall provide the Services to the Buyer for the benefit of the End Users, including a number of LPAs. The Authority has also set out in the Core Terms a brief description of the phased approach under the Contract, i.e. Alpha Phase, Beta &amp; Scale Phase, and Support, Maintain and Grow Phase.</p> <p>Where Supplier Non-Performance arises from a Buyer Cause, The Authority has introduced an obligation for the parties, in the first instance, to engage in good faith discussions and collaborate to agree appropriate mitigations</p>	<p>The Authority has introduced minor changes to the approach to handling Buyer Cause. This ensures that issues caused by the Buyer are addressed collaboratively, before any changes to timeframes or charges are considered.</p> <p>With regards to termination for convenience, the Buyer needs the right to terminate where the potential national benefits of proceeding to</p>	 <p>Mid%20Tier%20-%20Core%20Terms(849)</p>

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Contract Element	Title	Any Changes?	Rationale for the supplier	Included
		<p>or workarounds. The Buyer will then have discretion to approve additional time needed to make the Delivery; and/or propose an adjustment to the Charges, where appropriate.</p> <p>The Authority has also clarified that the Buyer may terminate the agreement for convenience at the end of each of the Alpha Phase, Beta &amp; Scale Phase, and Support, Maintain and Grow Phase on 30 days' notice.</p>	<p>the next Phase would not justify the associated costs; feedback from LPAs indicates insufficient willingness to continue participation from the Supplier or expand usage of the Services beyond the existing Phase; the Buyer's Technical Authority determines in its sole discretion that the Deliverables have not achieved an appropriate level of production readiness required for the next Phase to proceed; relevant policy teams for the Buyer no longer provide policy support for Buyer's use of the Deliverables; or parliamentary approval for further funding, or any other governmental or ministerial approvals required for the next Phase to proceed, are not granted.</p>	
Award Form		Completed as far as possible		 Mid-Tier%20-%20Award%20Form(849965
Schedule 1	Definitions	New definitions introduced and/or amended to align with wider Contract changes.		 Schedule%2001%20-%20Definitions(849965
Schedule 2	Specification	The Buyer has set out the Contract Specification (as anticipated by the Mid-Tier template)		 Schedule%2002%20-%20Specification(849965
Schedule 3	Charges	<p>The Authority has removed the concept of a Maximum Permitted Profit Margin.</p> <p>The Authority has clarified in the Charges Schedule that indexation</p>	<p>There will be no cap on the amount of profit the Supplier is allowed to earn under the Contract.</p> <p>The Authority has also deferred indexation to</p>	 Schedule%2003%20-%20Charges(849966:

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Contract Element	Title	Any Changes?	Rationale for the supplier	Included
		will only apply from the first anniversary of Go-live.  Other changes relate to setting out the Buyer's charging methodology (as anticipated by the Mid-Tier template)	ensure pricing remains stable during the initial development phases.	
Schedule 4	Tender (Extracted from Bidding Entity Response)	To be populated during Standstill by the Authority from information provided in the tender documents		 Schedule%2004%20-%20Tender(84996634
Schedule 5	Commercially Sensitive Information	To be populated during Standstill by the Authority from information provided in the tender documents		 Schedule%2005%20-%20Commercially%20
Schedule 6	Intellectual Property Rights	<p>The Buyer has selected the IPR option set out in Option 1, Part B of the Mid-Tier Contract, i.e. that the Buyer owns all foreground IPR under the Contract with a limited licence granted to the Supplier in respect of foreground IPR in order to deliver the Contract.</p> <p>As a non-exhaustive list, New IPRs in the following will be owned by the Buyer:</p> <ul style="list-style-type: none"> <li>• custom training datasets derived from planning decisions;</li> <li>• planning-specific fine-tuning of AI models;</li> <li>• application processing workflows and logic;</li> <li>• planning policy interpretation algorithms;</li> <li>• integration code with Local Planning Authority systems;</li> <li>• user interface designs for planning officers; and</li> <li>• all related training materials relevant to the Deliverables.</li> </ul> <p>Notwithstanding the foregoing, The Authority has expressly carved out in the Contract that:</p>	<p>Note, in contrast to the standard Mid-Tier Option 1, the Buyer has specifically excluded developments to the underlying LLMs from New IPR to allow Suppliers to retain these developments.</p> <p>The Buyer is also willing to consider circumstances where the Supplier would like to exercise broader rights in respect of New IPR.</p>	 Schedule%2006%20-%20Intellectual%20Pr

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Contract Element	Title	Any Changes?	Rationale for the supplier	Included
		i. any changes to the underlying LLMs will be owned by the Supplier; and ii. where the Supplier wishes to exploit any New IPR beyond the scope of its licence, it shall propose this request to the Buyer for consideration.		
Schedule 7	Staff Transfer (TUPE)	No		 Schedule%2007%20-%20Staff%20Transfer
Schedule 8	Implementation Plan & Testing	Changes relate to setting out the Buyer's proposed Milestone regime (as anticipated by the Mid-Tier template)		 Schedule%2008%20-%20Implementation%
Schedule 9	Installation Works	Not required		N/A
Schedule 10	Performance Levels (SLAs)	Changes relate to setting out the Buyer's proposed KPI regime (as anticipated by the Mid-Tier template)		 Schedule%2010%20-%20Performance%20
Schedule 11	Continuous Improvement	No		 Schedule%2011%20-%20Continuous%20Ir
Schedule 12	Benchmarking	The right to conduct benchmarking has been deferred and will only commence on completion of the Beta & Scale Phase.	This change ensures benchmarking is based on a more mature and stable service.	 Schedule%2012%20-%20Benchmarking(84
Schedule 13	Contract Management	Changes relate to setting out the Buyer's proposed governance regime (as anticipated by the Mid-Tier template)		 Schedule%2013%20-%20Contract%20Man
Schedule 14	Business Continuity & Disaster Recovery	No		 Schedule%2014%20-%20Business%20Con
Schedule 15	Carbon Reduction	Not required		N/A
Schedule 16	Security	The Buyer has selected the Buyer-led assurance security option set out in the Mid-Tier Contract.		 Schedule%2016%20-%20Security%20(Buy

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Contract Element	Title	Any Changes?	Rationale for the supplier	Included
Schedule 17	Service Recipients	Changes relate to setting out the Buyer's proposed Service Recipients (as anticipated by the Mid-Tier template)		 Schedule%2017%20-%20Service%20Recip
Schedule 18	Prompt Payment	No		 Schedule%2018%20-%20Prompt%20Paymr
Schedule 19	Corporate Resolution Planning	Not Required		N/A
Schedule 20	Processing Data	Changes relate to setting out the Buyer's data processing requirements (as anticipated by the Mid-Tier template).		 Schedule%2020%20-%20Processing%20D
Schedule 21	Variation Form	No		 Schedule%2021%20-%20Variation%20For
Schedule 22	Insurance Requirements	<p>The Buyer has removed the concept of a minimum insurance claims notification threshold.</p> <p>The Buyer has specified the required insurances as follows:</p> <ul style="list-style-type: none"> <li>Professional Indemnity Insurance: £2M minimum</li> <li>Public Liability Insurance: £5M minimum</li> <li>Cyber Insurance: £5M</li> </ul>	The Supplier will need to notify the Buyer of all insurance claims under the Contract or relating to the Services.	 Schedule%2022%20-%20Insurance%20Re
Schedule 23	Guarantee	No		 Schedule%2023%20-%20Guarantee(84996
Schedule 24	Financial Difficulties	The Buyer has aligned this Schedule with its financial viability and risk assessment tool.		 Schedule%2024%20-%20Financial%20Diffi
Schedule 25	Rectification Plan	No		N/A
Schedule 26	Sustainability	Note the Buyer has not incorporated any of the optional further requirements set out in the Mid-Tier template.		 Schedule%2026%20-%20Sustainability(849
Schedule 27	Key Subcontractors	The Authority to populate from the tender documentation during Standstill		 Schedule%2027%20-%20Key%20Subcontr

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Contract Element	Title	Any Changes?	Rationale for the supplier	Included
Schedule 28	ICT Services	No		 Schedule%2028%20-%20ICT%20-%20Serv
Schedule 28A	Agile Development Additional Terms	No		 Schedule%2028A%20-%20Agile%20Devel
Schedule 29	Key Supplier Staff	The Authority to populate from the tender documentation during Standstill.		 Schedule%2031%20-%20Buyer%20Specifi
Schedule 30	Exit Management	The Buyer requires that the Supplier prepares its first draft Exit Plan 1 month after the Effective Date, to be updated prior to Go-live.		 Schedule%2030%20-%20Exit%20Managen
Schedule 31	Buyer-Specific Terms	Changes relate to setting out MHCLG-specific terms related to technology and use of AI (as anticipated by the Mid-Tier template).		 Schedule%2031%20-%20Buyer%20Specifi
Schedule 32	Background Checks	Not required		N/A
Schedule 33	Scottish Law	Not Required		N/A
Schedule 34	Northern Ireland Law	Not Required		N/A
Schedule 35	Lease Terms	Not Required		N/A

### 3.3 Acceptance of the Contract in its Entirety

Bidding Entities are required to make a Mandatory statement of acceptance of the core terms and unpopulated schedule templates. Without accepting the core Contract Bidding Entities shall not be permitted to the later stages of the evaluation and therefore eliminated.

Bidding Entities are invited to submit questions relating to any aspect of the terms, conditions and schedules during the clarification period should any element be unclear in the context of the APD Solution as anticipated by the Bidding Entity.

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### 4. STATEMENT OF REQUIREMENTS/ SPECIFICATION

#### 4.1 Introduction

This section sets out the Statement of Requirements or Specification as it is known in the proposed Contract, for the Augmented Planning Decisions Solution.

#### 4.2 Summary of Solution



This section defines the scope of work for the Augmented Planning Decision Solution, outlining the services to be delivered and the technical standards required. The project involves designing and developing a robust IT application using an Agile delivery approach, ensuring iterative development, continuous stakeholder engagement, and rigorous testing throughout the lifecycle. The Solution must be scalable and secure, capable of supporting a national roll-out across 317 Local Planning Authorities (LPAs) with minimal disruption. Beyond development, the scope includes deployment, onboarding, and training to enable smooth adoption. Once operational, the application will be maintained under a DevOps regime, combining continuous integration, automated deployment, and proactive monitoring to ensure reliability and rapid response to change.

#### 4.3 Elements of the Statement of Requirements/Specification

The following development phases and service elements are make-up the Pricing Workbook.

Part A	Alpha Phase (3 months).
Part B	Beta Phase (9 months).
Part C	Implementation to 12 LPAs and LPA Enablement (after acceptance of Beta).
Part D	Rollout to 317 -12 LPAs (1 year post acceptance of Beta).
Part E	Licencing (if appropriate).
Part F	Support and Maintenance (to April 2029).

The requirements contained within the embedded Statement of Requirements below shall be incorporated into Schedule 2 Requirements of the Contract.

PDF	WORD
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### 5. INSTRUCTIONS TO BIDDING ENTITIES

#### 5.1 Overview

Bidding Entities are invited to submit a tender for the delivery of the Augmented Planning Decision Solution against the requirements embedded in Section 4 Statement of Requirements in the context of the proposed Contract set out in Section 3 Terms & Conditions / Contractual Framework. This procurement is conducted under the Competitive Flexible Procedure as defined in the Procurement Act 2023, allowing DSIT to adopt a multi-stage, tailored approach to achieve best value and innovation commercial and technical innovation.

This section 5 provides precise instruction for the procedures that shall lead to successfully deliver a tender for evaluation. The adopted process, procedures and documentation have been structured to minimise the time to finalise the Contract in order not to delay its award.

#### 5.2 Clarifications

Bidding Entities have the opportunity to raise clarification questions on any aspects of this tender opportunity. All questions must be submitted through the designated portal by:

**5pm 15 January 2026**

Bidding Entities should allow sufficient time for responses before the Tender submission deadline. The Authority will reserve the right not to respond to any questions submitted after this deadline or through any other means.

Where clarification is considered relevant to the proper functioning of the procurement, the Authority will share both the question and its response with all Bidding Entities, except where the content is deemed confidential. The identity of the Bidding Entities asking the question will not be disclosed.

Bidding Entities requesting confidentiality must state this and provide reasons when submitting their question. If the Authority determines that confidentiality cannot be maintained, suppliers will be informed and given the option to withdraw or amend their request.

A consolidated Question and Answer (Q&A) log will be published and updated on the portal throughout the process. It will be the responsibility of the Core Supplier in a Bidding Entity to monitor this log and remain informed of all clarifications issued. The Authority will accept no liability for any failure by suppliers to review these updates.

#### 5.3 Bidding Entity Briefing

##### 5.3.1 Introduction

Each Bidding Entity shall be invited to receive a 2-hour briefing at the start of the tendering phase from MHCLG and DSIT. It shall serve as a structured session to ensure all potential suppliers understand the project objectives, procurement process, the arrangements for the Discovery

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Demonstration and evaluation criteria. It shall set expectations and provides clarity before bids are submitted.

### 5.3.2 Purpose of the Bidding Entity Briefing

The Bidding Entity briefing is intended to:

1. **Align understanding** by clearly communicating the project's goals, scope, and desired outcomes, ensuring all Bidding Entities interpret the requirements consistently.
2. **Explain the process** by outlining the tender timeline, submission requirements, and evaluation methodology, while clarifying compliance and governance standards.
3. **Reduce risk** by minimising misunderstandings that could lead to non-compliant bids and encouraging innovation within the defined constraints.
4. **Build engagement** by fostering transparency and trust between the Authority and Bidding Entity, and providing an opportunity for questions and discussion.

### 5.3.3 Briefing Content

The briefing session shall have the following content:

1. **Introduction and context** – Provide an overview of the strategic objectives driving the procurement and share background from the Discovery phase, including user needs and key problem statements.
2. **Scope and requirements** – Explain the functional and non-functional requirements of the Solution, along with any technical standards or interoperability considerations.
3. **Tender process details** – Set out the timelines, key milestones, and submission format, and clarify how bids will be evaluated against criteria such as quality, price, and innovation.
4. **Commercial framework** – Outline the proposed Contract terms, payment structure, and approach to risk allocation.
5. **Governance and compliance** – Highlight obligations around security, data protection, and relevant regulatory requirements.
6. **Demonstration Briefing** – The Authority shall describe the demonstration challenge in full.
7. **Q&A session** – There shall be an extensive opportunity to allow Bidding Entities the opportunity to ask questions and clarify any uncertainties about the process or requirements. All question shall be kept commercially confidential unless answers are generic and of material significance impacting all Bidding Entities.

The meetings shall be:

- On-line
- Private to the Bidding Entity;
- Recorded with notes derived from the recording and shared by the Authority with the Bidding Entity via the CDP to ensure that the statements made were correct and documented;

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- Lead into other further clarification activity which shall conform with Section 5 Instructions to Bidd.

### 5.4 Part 1 - The Discovery Presentation and Demonstration

#### 5.4.1 Introduction

As part of the procurement process, Bidding Entities are required to participate in a Discovery Presentation and Demonstration to validate the feasibility and suitability of their proposed Solution for the Augmented Planning Decision Solution and Service. The purpose of this demonstration is to provide detail that the Bidding Entity's approach can meet the Authority's functional and technical objectives to complement the full written tender submission.

The exercise, and the supporting presentation should illustrate how the proposed Solution has been developed, supports iterative development, and can integrate with existing systems.

Outputs from the Discovery Demonstration will inform the Bidding Entity's final tender submission (see with Section 7.5 Part B – Presentation and Discovery Demonstration) ensuring proposals are grounded in practical detail rather than theoretical design. Bidding Entities will be expected to play forward any output, findings, challenges, assumptions and risks into the Written Tender Submission.

#### 5.4.2 The Presentation and Demonstration Event

##### Location

The demonstrations shall be 'in-person' and shall be held in London at the following location:

***This shall be in London in Whitehall  
– details to be provided as soon as available***

##### Timings

The times for the Discovery Demonstrations are as follows:

##### **Monday 13<sup>th</sup> January 2026**

10am Supplier 1  
1pm Supplier 2  
4pm Supplier 3

##### **Tuesday 14<sup>th</sup> January 2026**

10am Supplier 4  
1pm Supplier 5

Please note the following:

- The Discovery Demonstration team may arrive 20 minutes beforehand to set up equipment etc.
- Please limit your attending delegates to 6.

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- If Authority technology is to be used, please make an explicit request of equipment needed and any minimum specifications if appropriate.
- All questions shall be kept commercially confidential unless answers are generic and of material significance impacting all Bidding Entities.
- The evaluation of the demonstrations shall take place immediately after the event and the output sealed until the written responses have been evaluated.

### 5.4.3 The Technology

The Discovery Demonstration shall:

- Be conducted on the Bidding Entities preferred infrastructure;
- Access and utilise open data sources;
- Showcase the user interface; and
- Indicate how the Solution fits with existing systems, platforms, and infrastructure.

### 5.4.4 The Sample Planning Cases

The demonstration will take place in a controlled environment using 60 ground truths<sup>1</sup>, accurate and verified data sets, provided by the Authority. The datasets shall be provide through file sharing which shall be disclosed at the Bidding Entity Briefing.

At the end of the presentation and demonstration of Discovery Solution, the Authority shall nominate three new Problem Statement/Planning Cases all undeclared until the event. This live demonstration shall showcase the robustness and ability of the Discovery Solution in real-time and its potential for deliverability in the Alpha and Beta phases.

### 5.4.5 Format of the Presentation and Demonstration of Discovery Solution and its Ability

The event shall have four distinct elements, each shall be evaluated in accordance with 7.5 Part B – Presentation and Discovery Demonstration

#### Build Overview

The Introduction shall allow the Authority to understand the build approach taken as a gauge to how the Bidding Entity shall operate in build phases. Bidding Entities are required to set out how they built, tested and evaluated the Discovery Demonstrator. This is an information sharing exercise, evaluated, and should include the following components:

- 1) Build methodology;
- 2) Technology choices;

<sup>1</sup> **Ground truth** refers to the accurate, verified data or labels used as a benchmark to train, validate, and evaluate models. It represents the “real-world truth” against which predictions are compared to measure performance and correctness.

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- 3) Move to Alpha;
- 4) Integration;
- 5) Performance evaluation.

### Playback<sup>2</sup> - Problem Statement/Planning Case Emulation

In presentation format, Bidding Entities are required to detail, using a dashboard type approach (or similar) how their Solution coped with a minimum of 10 runs of the problem statement/planning cases using the ground truth data provided as far as they have been able to develop the Discovery Solution in the time available.

Bidding Entities are required to present information against the number of runs achieved against the relevant ground truth data presenting back to the Authority the following key performance aspects, which shall be evaluated in accordance with Section 7.5 Part B – Presentation and Discovery Demonstration:

- Metrics:** Bidding Entities are required to present to the Authority the percentage/number of Problem Statement/Planning Cases processed by the Discovery Solution and the details of:
- 1) Those which **failed to complete** the decision-making process.
  - 2) Those which achieved the **correct planning decision** against the ground truth data.
  - 3) Those which determined the right planning decision with the right alignment of **reasoning** against the ground truth data.
  - 4) The number of **false positives** mistakenly given by the against the ground truth data.

**Attributes:** Bidding Entities are required to present to the Authority the output from a minimum of 3 example cases from the sample set across the following Problem Statement/Planning Case attributes against the ground truth data, which determine the Discovery Solution decision:

- 1) Explainability:
  - **Policy citations** - which policies and which parts of a policy are used in reasoning;
  - The **logic chain** of policy -> detail -> decision;
  - Any **uncertainty** highlighted in the reasoning;
  - Ground truth **detail missed** or insufficiencies identified; and
  - Identification of **policy conflicts** / tensions.
- 2) Alignment:

<sup>2</sup> **Playback** typically refers to the process of replaying a recorded interaction, dataset, or model output to analyse performance, validate predictions, or demonstrate behaviour. It's often used in testing, debugging, or auditing AI systems to understand how decisions were made and ensure transparency and accuracy.

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- Identification of any information the ground truth **data missed** but identified by the Discovery Solution.
- 3) Usability:
- Output is presented so a human can **scan the information** quickly, understand the reasoning and recommended decision and have confidence in the Discovery Solution output; and
  - Ability of a planning officer to **interrogate and introspect** the decision and associated detail and provide the Solution with supplementary information.
- 4) Integration:
- Ability to **leverage local** planning policies, datasets and designations (conservation areas, article 4s, TPOs, etc.); and
  - Ability to analyse and take into account any output or comments from any **consultation**.

**Insights:** Bidding Entities are required to present to the Authority any significant challenges they encountered during the build, and the causes and how they would be addressed in the alpha phase. In particular:

- 1) Significant technical or process challenges
- 2) Causes of the challenges including any assumptions, issues with the data, time constraints, etc.
- 3) Approaches taken to overcome the issue, or addressing the issue in the next phase.

### 5.4.6 The Discovery Demonstration

This section evaluates the demo build's performance against a set of live test examples which were not part of the sample set provided. The decisions and justifications for these cases will have been made but are not yet in the public domain. Participants will be expected to demonstrate their build with these planning applications in real time.

## 5.5 Part 2 - Written Tender Submission

### 5.5.1 General

All tenders must be submitted via the Jaggaer portal which can be found at [Department for Business, Energy & Industrial Strategy](#) with the Tender notice ref number: ntc\_4240 (PQQ number: pqq\_96) by 5pm 14<sup>th</sup> January 2026.

Late submissions shall not be accepted.

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## MHCLG APD Solution – Invitation to Tender

### 6. RESPONSES MUST FOLLOW THE DIRECTIONS SET OUT IN SECTION: 4 STATEMENT OF REQUIREMENTS/ SPECIFICATION

#### 6.1 Introduction

This section sets out the Statement of Requirements or Specification as it is known in the proposed Contract, for the Augmented Planning Decisions Solution.

#### 6.2 Summary of Solution



This section defines the scope of work for the Augmented Planning Decision Solution, outlining the services to be delivered and the technical standards required. The project involves designing and developing a robust IT application using an Agile delivery approach, ensuring iterative development, continuous stakeholder engagement, and rigorous testing throughout the lifecycle. The Solution must be scalable and secure, capable of supporting a national roll-out across 317 Local Planning Authorities (LPAs) with minimal disruption. Beyond development, the scope includes deployment, onboarding, and training to enable smooth adoption. Once operational, the application will be maintained under a DevOps regime, combining continuous integration, automated deployment, and proactive monitoring to ensure reliability and rapid response to change.

#### 6.3 Elements of the Statement of Requirements/Specification

The following development phases and service elements are make-up the Pricing Workbook.

Part A	Alpha Phase (3 months).
Part B	Beta Phase (9 months).
Part C	Implementation to 12 LPAs and LPA Enablement (after acceptance of Beta).
Part D	Rollout to 317 -12 LPAs (1 year post acceptance of Beta).
Part E	Licencing (if appropriate).
Part F	Support and Maintenance (to April 2029).

The requirements contained within the embedded Statement of Requirements below shall be incorporated into Schedule 2 Requirements of the Contract.

PDF	WORD
 <b>MHCLG -Augmented Planning Decisions - 5</b>	 MHCLG%20-Augmen ted%20Planning%20I

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## MHCLG APD Solution – Invitation to Tender

### Instructions to Bidd

It is not necessary to provide sales and marketing documentation. These shall not be evaluated.

#### 6.3.1 Format and Content

Submit all documents in Word or Excel **and** PDF format.

Each document shall be fronted by a single frantic piece containing the following information, and if appropriate, carry a header with author related details:

1. Bidding Entity name (can be branded)
2. Name of the procurement opportunity
3. Document reference number
4. Date prepared/submitted
5. Confirmation it's a final version
6. Title of document
7. Contents of document, if appropriate.

Bidders should ensure responses address mandatory requirements and evaluation criteria.

#### 6.3.2 Compliance

All bidders must complete and return the documents set out in section 5 Instructions to Bidding Entities, Part 2.3.

Any deviations must be clearly stated in a separate covering letter and may affect the evaluation output.

#### 6.3.3 Evaluation

Tenders will be assessed against published criteria covering quality, innovation, delivery capability, and price as set out in Section 8 Evaluation Criteria & Weighting.

DSIT/MHCLG reserves the right to:

- Seek clarifications to statements made, or information apparently missed, by the Bidding Entity; and
- Conduct further presentations or technical demonstrations as part of evaluation.

#### 6.3.4 Confidentiality

All information provided is confidential and must not be shared outside the Bidding Entity organisations.

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## MHCLG APD Solution – Invitation to Tender

### 7. TENDER SUBMISSION REQUIREMENTS

This is set out into two parts:

1. The Undertaking of the Discovery Demonstration.
2. The Written Response.

#### 7.1 Part 1 - The Discovery Demonstration (Formally Part B)

This section includes details about the Discovery Demonstration and sets out the nature of the Discovery Demonstration.

Presentations can be in any format appropriate to the Bidding Entity and what it wants to achieve, communicate to the Authority.

The Discovery Presentation shall align with the following agenda:

Section	Breakdown	Suggested Format	Timing (guide)
	Introductions to the individuals present	Free format	10 mins
<b>Pt 1: Build Overview</b>	1. Build methodology; 2. Technology choices; 3. Move to Alpha; 4. Integration; 5. Performance evaluation.	PowerPoint	20 mins
<b>Pt 2: Playback</b>	Solution Metrics	PowerPoint	15 mins
	Solution Attributes	PowerPoint	20 mins
	Build Insights	PowerPoint	20 mins
<b>Pt 3: Live demo</b>	Trial Planning	The Live Discovery Solution	20 mins
<b>Clarification Questions</b>	The Authority may wish to ask clarification questions	Free format	15 mins

#### 7.2 Parts 1, 2 and 3 shall be evaluated, please see Section 1.1

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## MHCLG APD Solution – Invitation to Tender

Part B – Presentation and Discovery Demonstration

### 7.3 Part 2 - The Written Response

## 8. THE WRITTEN RESPONSES MUST FOLLOW THE DIRECTIONS SET OUT IN SECTION: 4 STATEMENT OF REQUIREMENTS/ SPECIFICATION

### 8.1 Introduction

This section sets out the Statement of Requirements or Specification as it is known in the proposed Contract, for the Augmented Planning Decisions Solution.

### 8.2 Summary of Solution

This section defines the scope of work for the Augmented Planning Decision Solution, outlining the services to be delivered and the technical standards required. The project involves designing and developing a robust IT application using an Agile delivery approach, ensuring iterative development, continuous stakeholder engagement, and rigorous testing throughout the lifecycle. The Solution must be scalable and secure, capable of supporting a national roll-out across 317 Local Planning Authorities (LPAs) with minimal disruption. Beyond development, the scope includes deployment, onboarding, and training to enable smooth adoption. Once operational, the application will be maintained under a DevOps regime, combining continuous integration, automated deployment, and proactive monitoring to ensure reliability and rapid response to change.

### 8.3 Elements of the Statement of Requirements/Specification

The following development phases and service elements make up the Pricing Workbook.

Part A	Alpha Phase (3 months).
Part B	Beta Phase (9 months).
Part C	Implementation to 12 LPAs and LPA Enablement (after acceptance of Beta).
Part D	Rollout to 317 -12 LPAs (1 year post acceptance of Beta).
Part E	Licencing (if appropriate).
Part F	Support and Maintenance (to April 2029).

The requirements contained within the embedded Statement of Requirements below shall be incorporated into Schedule 2 Requirements of the Contract.

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## MHCLG APD Solution – Invitation to Tender

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Instructions to Bidd and must be arranged in accordance with the following structure.

**8.4 All submitted documentation is defined in this Section 7 Tender Submission Requirements and shall be evaluated in accordance with Section 1.1**

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### Part B – Presentation and Discovery Demonstration 1.1

Each should of the following should be a separate document.

#### 8.4.1 Optional Executive Summary

This is optional and shall not be evaluated.

The Bidding Entity may provide a covering letter.

#### 8.4.2 Part 2Ai – Compliance Statements

Tender compliance statements are the formal declarations included in the written ITT response. This confirms that the Bidding Entity, in particular the Core Supplier, submits all the mandatory requirements as outlined in this ITT. These address the important matters relating to the procurement and the formation of a Contract. There are five compliance statements required as follows:



##### 1. Form of Tender (ITT Appendix A)

This is mandatory and a pass/fail gate.

This shall take the form of the language set out in Appendix A Form of Tender. This document, a template of which is embedded below, should be branded and signed by an appropriate officer of the Core Bidding Entity and returned in PDF form. It shall also list all the documents supplied by the Bidding Entity which make up the Tender listing all necessary cross-references. It shall be used by:

- The Core Bidding Entity as a checklist of documents which make up the Tender; and
- The Authority to confirm the completeness of the submission before evaluation commences.

Any questions regarding the Form of Tender should be submitted through the clarification procedure.

PDF	WORD
 <p>[Insert Bidding Entity Name] MHCLG APD F</p>	 <p>%5bInsert%20Bidding%20Entity%20Name</p>

**Note:** some of these documents, those generated by the project or the Service Management and likely to be dynamic because of delivery environment shall be treated as Reference Documents. A Referenced Document is defined as any external document that is explicitly incorporated into the Contract by reference rather than being reproduced in full within the Contract and difficult to manager and revise. These documents form part of the contractual obligations and have the same legal effect as if they were included in the Contract itself. The Contract will typically state that these referenced

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documents are binding and identify them clearly by title, version, and date to avoid ambiguity. This approach keeps the main Contract concise while ensuring all necessary details are enforceable. The use of Referenced Documents aids maintenance of the documents. For example, a plan may be changed by agreement. The change shall be recorded and agreed in accordance with the Change Control Procedure and reference a new version of the target document, rather than amending the whole contractor schedule.

### 2. Procurement Terms and Conditions (ITT Appendix B)

**This is mandatory and a pass/fail gate.**



Bidding Entities are required to 'tick the box' in the Jaggaer, the CPD.

### 3. Certificate of Non – Canvassing and Non-Collusion (ITT Appendix C)

**This is mandatory and a pass/fail gate.**

The Certificate of Non – Canvassing and Non-Collusion shall be agreed in whole and should be signed and returned. See Appendix C - Certificate of Non – Canvassing and Non-Collusion. A Certificate of Non-Canvassing and Non-Collusion confirms that a bidder has not attempted to influence officials or colluded with competitors. Its purpose is to uphold fairness, transparency, and integrity in procurement by ensuring genuine, independent tenders free from undue influence or anti-competitive practices.

This document, a template of which is embedded below, should be branded and signed by an appropriate officer of the Core Bidding Entity and returned in PDF form.

PDF	WORD
 [Insert Bidding Entity Name] MHCLG APD C	 %5bInsert%20Bidding%20Entity%20Name

Any questions regarding the Certificate of Non – Canvassing and Non-Collusion should be submitted through the clarification procedure.

### 4. Commercially Sensitive Information (ITT Appendix D)

**This is mandatory and a pass/fail gate.**



The Commercially Sensitive Information statement shall be completed in full. See Appendix D - Commercially Sensitive Information. The contracting Authority needs to know what information is commercially sensitive to protect confidentiality, avoid harming the Bidding Entity's competitive position, and ensure compliance with data protection and transparency obligations.

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This document, a template of which is embedded below, should be branded and signed by an appropriate officer of the Core Bidding Entity and returned in PDF form.

Any questions regarding the Commercially Sensitive Information should be submitted through the clarification procedure.

PDF	WORD
 [Insert Bidding Entity Name] MHCLG APD C	 %5bInsert%20Bidding%20Entity%20Name



### 5. Statement Accepting the Language of the Contract Terms and Conditions

[This is mandatory and a pass/fail gate.](#)

The Contract Terms and Conditions shall be agreed as is and as set out in Section 3 Terms & Conditions / Contractual Framework. The Core Supplier of the bidding Entity shall provide a letter using headed notepaper indicating their full acceptance of the language as is.

The draft Contract language shall be the basis of the finalised Contract. The Authority shall populate the draft Contract during the stand-still period prior to award using material submitted as part of the tender for review and clarification with the preferred Bidding Entity when appointed preferred Bidder.

This document, a template of which is embedded below, should be branded and signed by an appropriate officer of the Core Bidding Entity and returned in PDF form.

PDF	WORD
 [Insert Bidding Entity Name] MHCLG APD A	 %5bInsert%20Bidding%20Entity%20Name

Any questions regarding the Contract Terms and Conditions should be submitted through the clarification procedure.

#### 8.4.3 Part 2Aii – Mandatory Requirements/Specification

These were answered in the Procurement Specific Questionnaire (PSQ). The Requirements/Specification set out in the PSQ shall be incorporated into Schedule 2 Requirements/Specification and the response to the question shall be included in Schedule 4 Tender Response.

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## MHCLG APD Solution – Invitation to Tender

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### 8.4.4 Bidding Entity's Responses to the Statement of Requirements/Specification

These submissions are the Bidding Entity's response to the Statement of Requirements which shall be incorporated into Schedule 2 of the Contract: Requirements/Specification. The proposed Solution to all the requirements in the Statement of Requirements/Specification shall be evaluated against the criteria set out in Section 0

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Evaluation Criteria & Weighting and recorded in Schedule 4 of the Contact: Tender Response.

The Bidding Entity's Tender Response can cross reference to any Referenced or Standalone Documents as detailed below e.g. plan, CV's, technical architecture diagram, internal standards representing ways of working etc.

As appropriate, relevant and necessary, some may not be incorporated into the Contract but used for evaluation purposes e.g. the CV of an individual.

Each component of the Statement of Requirements/Specification shall be a standalone document, listed in the List of all 'Documents Supplied with Reference Number' detailed in the Form of Tender detailed at Part 2A.1 above. Each Tender response, with the associated standalone documents shall be evaluated together in accordance with Section 0



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### Evaluation Criteria & Weighting.



#### 8.4.5 Part 2C - Business Outcomes

The Bidding Entity shall detail its response to the appropriate section in the Statement of Requirements. This shall be a separate document to be presented as part of the whole Bidding Entity's submission Response to Statement of Requirements. This may refer out to standalone or Referenced Documents which are relevant, appropriate and necessary. These Referenced Documents have a unique number/reference which shall be listed in the document shall be listed in the List of all 'Documents Supplied with Reference Number'.

PDF	WORD
 [Insert Bidding Entity Name] Part C - Outco	 %5bInsert%20Biddin g%20Entity%20Name

#### 8.4.6 Part 2D1 - Requirements – Functional

The Bidding Entity shall detail its response to the appropriate section in the Statement of Requirements. This shall be a separate document to be presented as part of the whole Bidding Entity's submission Response to Statement of Requirements. This may refer to standalone or Referenced Documents which are relevant, appropriate and necessary. These Referenced Documents have a unique number/reference which shall be listed in the document shall be listed in the List of all 'Documents Supplied with Reference Number'.

PDF	WORD
 [Insert Bidding Entity Name] Part C - Outco	 %5bInsert%20Biddin g%20Entity%20Name



#### 8.4.7 Part 2D2 - Requirements – Non-Functional

The Bidding Entity shall detail its response to the appropriate section in the Statement of Requirements. This shall be a separate document to be presented as part of the whole Bidding Entity's submission Response to Statement of Requirements. This may refer to standalone or Referenced Documents which are relevant, appropriate and necessary. These Referenced Documents have a unique number/reference which shall be listed in the document shall be listed in the List of all 'Documents Supplied with Reference Number'.

PDF	WORD



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 <b>[Insert Bidding Entity Name] Part D2 - Non-</b>	 %5bInsert%20Biddin g%20Entity%20Name
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### 8.4.8 Part 2E1 - Generating the Solution (Governance and Methodology)

The Bidding Entity shall detail its response to the appropriate section in the Statement of Requirements. This shall be a separate document to be presented as part of the whole Bidding Entity's submission Response to Statement of Requirements. This may refer to standalone or Referenced Documents which are relevant, appropriate and necessary. These Referenced Documents have a unique number/reference which shall be listed in the document shall be listed in the List of all 'Documents Supplied with Reference Number'.

PDF	WORD
 <b>[Insert Bidding Entity Name] Part E1 - Gene</b>	 %5bInsert%20Biddin g%20Entity%20Name

### 8.4.9 Part 2E2 - Team & Capability

The Bidding Entity shall detail its response to the appropriate section in the Statement of Requirements. This shall be a separate document to be presented as part of the whole Bidding Entity's submission Response to Statement of Requirements. This may refer to standalone or Referenced Documents which are relevant, appropriate and necessary. These Referenced Documents have a unique number/reference which shall be listed in the document shall be listed in the List of all 'Documents Supplied with Reference Number'.

PDF	WORD
 <b>[Insert Bidding Entity Name] Part E2 - Team</b>	 %5bInsert%20Biddin g%20Entity%20Name



### 8.4.10 Part 2F - Move to Production and LPA Enablement

The Bidding Entity shall detail its response to the appropriate section in the Statement of Requirements. This shall be a separate document to be presented as part of the whole Bidding Entity's submission Response to Statement of Requirements. This may refer out to standalone or Referenced Documents which are relevant, appropriate and necessary. These Referenced Documents have a unique number/reference which

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shall be listed in the document shall be listed in the List of all ‘Documents Supplied with Reference Number’.



PDF	WORD
 [Insert Bidding Entity Name] Part F - Implr	 %5bInsert%20Biddin g%20Entity%20Name

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### 8.4.11 Part 2G - Pre and Post Go Live – Support Services

The Bidding Entity shall detail its response to the appropriate section in the Statement of Requirements. This shall be a separate document to be presented as part of the whole Bidding Entity's submission Response to Statement of Requirements. This may refer out to standalone or Referenced Documents which are relevant, appropriate and necessary. These Referenced Documents have a unique number/reference which shall be listed in the document shall be listed in the List of all 'Documents Supplied with Reference Number'.

PDF	WORD
 [Insert Bidding Entity Name] Part G - Suppc	 %5bInsert%20Biddin g%20Entity%20Name

### 8.4.12 Part 2H - Social Value

The Bidding Entity shall detail its response to the appropriate section in the Statement of Requirements. This shall be a separate document to be presented as part of the whole Bidding Entity's submission Response to Statement of Requirements. This may refer out to standalone or Referenced Documents which are relevant, appropriate and necessary. These Referenced Documents have a unique number/reference which shall be listed in the document shall be listed in the List of all 'Documents Supplied with Reference Number'.

PDF	WORD
 [Insert Bidding Entity Name] Part H - Social	 %5bInsert%20Biddin g%20Entity%20Name

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### 8.5 Part 3 - Pricing Workbook

This is a mandatory requirement to be completed and evaluated. This document shall be constructed in accordance with Section 0

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- . Evaluation shall be in accordance with Section 0

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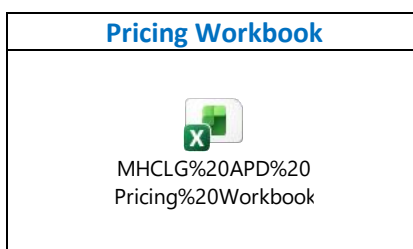


## MHCLG APD Solution – Invitation to Tender

Evaluation Criteria & Weighting.

**Bidding Entities must include within their submission a description of any assumptions made by the Bidding Entity in compiling and submitting their tender and which are necessary for the performance of the Contract. These assumptions are for information only. The Authority reserves the right to reject the Bidding Entities Tender if the assumptions made by the Bidding Entity are incompatible with the Authority's compliance with its duty to treat suppliers the same.**

The Pricing Workbook is embedded here and shall be returned completed.



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## 9. EVALUATION CRITERIA & WEIGHTING

### 9.1 Introduction

This section set out the evaluation weighting, evaluation procedures, and evaluation criteria against each component of the submitted Tender.

This section also concludes with a description of how Bidding Entities scores are ranked.

The following table summarises the final makeup of MAT scores:

PART	WEIGHTING
Part Ai – Compliance Statements	Pass/Fail
Part Aii - Mandatory Requirements	Evaluated as part of the PSQ
Part B – Discovery Demonstration	40%
Part C - Business Outcomes	5%
Part D1 - Requirements – Functional	9%
Part D2 - Requirements – Non- Functional	4%
Part E1 – Generating the Solution	4%
Part E2 - Team & Capability	2%
Part F - Move to Production and LPA Enablement	3%
Part G - Pre and Post Go Live – Support Services	3%
Part H - Social Value	10%
<b>SUBTOTAL</b>	<b>80%</b>
Commercial (Financial) Proposal	20%
<b>GRAND TOTAL</b>	<b>100%</b>

### 9.2 Scoring and Weighting

Each Part of the Evaluation shall :

### 9.3 Part Ai - Compliance Statements

#### 9.3.1 Introduction

This section sets out how the following compliance statements are evaluated.

#### 9.3.2 Scope

There are five mandatory compliance statements to be completed and returned. These are:

1. Form of Tender (ITT Appendix A).
2. Procurement Terms and Conditions (ITT Appendix B).
3. Certificate of Non – Canvassing and Non-Collusion (ITT Appendix C).
4. Commercially Sensitive Information (ITT Appendix D).

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### 5. Statement Accepting the Language of the Contract Terms and Conditions (Section 3)

Templates and formats for return are set out in Section 7 Tender Submission Requirements.

#### 9.3.3 Instructions

The Bidding Entity must use the provided templates to prepare their Compliance Statements which must be submitted signed by an appropriate responsible officer. Failure to use the provided templates or to submit any Compliance Statement signed by an appropriate responsible officer may result in the Bidding Entity being excluded from the procurement.

#### 9.3.4 Evaluation Criteria

Documents supplied, completed and signed.

#### 9.3.5 Evaluation Weighting

There is no weighting, this is a pass/fail gate for all five documents.

#### 9.3.6 Evaluation Procedure

The documents suppliers shall be checked for the completeness and intended integrity. Once all five have been found to be in accordance with instruction then Bidding Entity Tenders shall go on into the full evaluation.

#### 9.3.7 Post Evaluation Next Step for Preferred Bidding Entity

Contract terms and conditions shall be used to construct the draft Solution Contract with the Bidding Entity. This shall incorporate the Commercially Sensitive Information.

## 9.4 Part Aii - Mandatory Requirements

### 9.4.1 Introduction

This section sets out how the Mandatory Requirements for the PSQ shall be incorporated into the evaluation of the ITT.

### 9.4.2 Scope

The scope of the mandatory requirements was set out in the PSQ, page 52. Bidding Entity's were required to confirm their compliance with the following general government requirements in order to pass through the PSQ:

Ref	Classification 1	Classification 2	Requirement
A1	Confidentiality	Data Storage Location	The Solution shall be operated from, and data stored within the UK or approved jurisdictions, with compliance measures in place.

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Ref	Classification 1	Classification 2	Requirement
A2	Integrity	SMART Data	The Solution shall comply with smart data requirements – see SMART Data Rulebook (Thomson Reuters Institute) and/or Data (Use and Access) Act 2025 (c.18)
A3	Security	Cyber Security	The Solution shall include robust cyber security measures and hold Cyber Essentials Plus certification throughout the term of the Contract. <a href="#">Cyber Essentials scheme: overview - GOV.UK</a>
A4	Security	Design	The Solution shall comply with 'Secure by Design' policies and principles throughout the term of the Contract. <a href="#">About Secure by Design - UK Government Security - Beta</a>
A5	Security	GDPR	The Solution shall comply with GDPR/Data Protection regulations in force from time to time when processing personal data
A6	Service	Standards	The Solution shall comply with HMG's Service Standard policies and principles, as published from time to time, <a href="#">Service Standard - Service Manual - GOV.UK</a>
A7	Technology	Design	The Solution shall comply with HMG's Technology Code of Practice in use from time to time, <a href="#">The Technology Code of Practice - GOV.UK</a>
A8	Usability	Accessibility	The Solution shall meet WCAG 2.1 AA accessibility standards throughout the term of the Contract.

### 9.4.1 Instructions

No action is necessary.

### 9.4.2 Evaluation Criteria

The PSQ required Bidding Entities to commit to developing and delivering a Solution compliant with these statements This was a pass/fail gate Bidding Entities were required to pass through to be considered for receiving this ITT.

### 9.4.3 Evaluation Weighting

There is no weighting, this is a pass/fail gate for all eight contextual Solution requirements.

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### 9.4.4 Evaluation Procedure

The evaluation procedure was set out in the PSQ.

### 9.4.5 Post Evaluation Next Step for Preferred Bidding Entity

The Requirements as set out above shall be incorporated into Schedule 2 Specification of the Contract. The Bidding Entity's responses shall be incorporated into Schedule 4 Tender (Extracted from Bidding Entity Response).

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### 9.5 Part B – Presentation and Discovery Demonstration

#### 9.5.1 Introduction

The section describes the evaluation approach for the Discovery Demonstration and should be read in the context of Section Part 1 - The Discovery Presentation and Demonstration

#### 9.5.2 Scope

The Discovery Demonstration shall consider the following elements to be in scope:

**Pt 1: Approach:** Evaluation of the Bidding Entity's overall approach to the process.

**Pt 2: Playback:** Evaluates the performance of the Bidding Entity's Solution against the 'ground truth' data, with a focus on:

**Metrics:** Includes report failures, decision accuracy, justification accuracy, recall and critical error rates;

**Attributes:** Includes explainability, alignment, usability; and integration; and

**Insights:** Includes process, learnings and findings.

**Pt 3: Live Demo:** Evaluates the Bidding Entity's performance against a set of live test examples which were not provided in the sample set.

#### 9.5.3 Instructions

See Section: The Presentation and Demonstration Event.

#### 9.5.4 Evaluation Criteria

The following criteria shall be used:

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				3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
Approach							
B1	Approach	Build	The Bidding Entity shall describe its overall approach to the development of the Discovery Demonstrator	<ul style="list-style-type: none"><li>The Bidding Entity should present a comprehensive and well-structured approach that demonstrates a clear understanding of the Discovery Demonstrator’s objectives. The description should cover all phases of development in detail, showing how the methodology will deliver the intended outcomes. It should include innovative techniques or tools that add value, provide strong detail of feasibility and scalability, and incorporate robust risk management and mitigation strategies.</li></ul>	<ul style="list-style-type: none"><li>The Bidding Entity reflects an approach that meets the basic requirements but lacks depth or originality. The bidder outlines a general methodology that addresses the key objectives, but the explanation is limited in detail. Innovation is minimal, and while risk management is mentioned, it is not fully developed. Feasibility is implied rather than clearly detailed.</li></ul>	<ul style="list-style-type: none"><li>The approach is weak or unclear. The bidder provides only a vague or incomplete description of the methodology, with little or no alignment to the stated objectives. There is no detail of innovation, risk management is absent or superficial, and feasibility remains questionable.</li></ul>	<ul style="list-style-type: none"><li>The Bidding Entity fails to describe any meaningful approach. The submission does not address the requirement, lacks consideration of objectives, risks, or feasibility, and is therefore non-compliant.</li></ul>
B2	Approach	Technology Choices	The Bidding Entity shall describe what technology has been used and why?	<ul style="list-style-type: none"><li>The Bidding Entity provides a clear and detailed description of the technology used and offers a strong, well-reasoned justification for its selection. The explanation demonstrates how the chosen technology aligns with the objectives of the Discovery Demonstrator and contributes to delivering high-</li></ul>	<ul style="list-style-type: none"><li>The Bidding Entity identifies the technology and gives a basic reason for its use, but the explanation lacks depth. The rationale may be generic or only partially linked to the project objectives. There is limited discussion of</li></ul>	<ul style="list-style-type: none"><li>The Bidding Entity provides only a minimal or unclear description of the technology, with little or no justification for its selection. The proposed Solution does not demonstrate alignment with objectives, and there is</li></ul>	<ul style="list-style-type: none"><li>The Bidding Entity fails to describe the technology or provide any rationale for its use. The submission does not meet the requirement and is non-compliant.</li></ul>

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				quality outcomes. It highlights any innovative aspects, explains compatibility with existing systems, and addresses scalability and sustainability considerations.	innovation, integration, or long-term viability	no consideration of innovation, compatibility, or sustainability.	
B3	Approach	Move to Alpha	The Bidding Entity shall describe which aspects of technology will be carried forward into the production build and what will be changed, making reference to the requirement to build an Alpha Solution incorporating data from two LPAs	<ul style="list-style-type: none"> <li>The Bidding Entity provides a clear, detailed explanation of which aspects of the technology will be carried forward into the production build and what will be changed. The proposed Solution demonstrates a strong understanding of the requirement to build an Alpha Solution incorporating data from two Local Planning Authorities (LPAs). It explains the rationale for retaining or modifying specific components, shows how these decisions support scalability and compliance, and addresses integration with LPA data in a way that is practical and innovative.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity identifies some aspects of the technology to be retained and changed, but the explanation lacks depth or clarity. The rationale for these decisions is limited, and while the requirement to incorporate data from two LPAs is acknowledged, it is not fully explored. Considerations of scalability, compliance, or integration are only partially addressed.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only a minimal or unclear description of what will be carried forward and what will be changed. The proposed Solution does not adequately reference the requirement to build an Alpha Solution with data from two LPAs, and there is little or no justification for the proposed approach. Key considerations such as scalability and integration are absent.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to describe which aspects of the technology will be retained or changed and does not reference the requirement to incorporate data from two LPAs. The submission does not meet the requirement and is non-compliant.</li> </ul>

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B4	Integration	Planning Tools	The Bidding Entity shall, describe its approach to integrating with both modern digital planning tools (e.g., PlanX and BOPs) and existing back-office software (e.g., iDox, Arcus) when moving from the Discovery Demonstrator to the production Solution.	<ul style="list-style-type: none"> <li>The Bidding Entity provides a clear and detailed approach to integrating with both modern digital planning tools, such as PlanX and BOPs, and existing back-office software, such as iDox and Arcus, when transitioning from the Discovery Demonstrator to the production Solution. The explanation demonstrates a strong understanding of interoperability challenges and outlines practical steps for achieving seamless integration. It includes consideration of data flows, APIs, security, and compliance, and shows how the approach will ensure continuity, minimise disruption, and support scalability.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity describes an approach that addresses integration with modern planning tools and back-office systems but lacks depth or clarity in key areas. The proposed Solution acknowledges the need for interoperability but provides only a general outline of how this will be achieved. Considerations of data handling, security, or scalability are limited, and the approach may not fully demonstrate readiness for production.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only a minimal or unclear description of its integration approach. The proposed Solution does not adequately explain how modern planning tools and back-office systems will work together in the production Solution, and there is little or no reference to technical considerations such as data flows or security. The approach appears incomplete or impractical.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to describe any meaningful approach to integration with modern planning tools and back-office systems. The submission does not meet the requirement and is non-compliant.</li> </ul>
Minimum 10 Case Study Playback - Metrics							

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B5	Playback - Metrics	Processability	Against the runs undertaken (minimum of 10), the Bidding Entity must identify the proportion of <b>cases which failed to be processed</b> , explain why, and outline how it will learn from these for the next stage, including plans to improve the metrics.	<ul style="list-style-type: none"> <li>The Bidding Entity demonstrates a low failure rate, provides a thorough and evidence-based root cause analysis, and sets out a clear, detailed, and measurable improvement plan with defined responsibilities and timelines.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity shows a moderate failure rate, offers a credible explanation supported by some evidence, and presents a viable improvement plan with basic metrics and timelines.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity reports a high failure rate, gives only superficial or generic reasons for failures, and proposes vague or unstructured actions with limited accountability</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to meet the minimum requirement of ten runs, omits key information, or provides no meaningful analysis or improvement plan.</li> </ul>
B6	Playback - Metrics	Accuracy.	Against the runs undertaken (minimum of 10), the Bidding Entity must identify the proportion <b>incomplete runs occurring</b> , explain why, and outline how it will learn from these for the next stage, including plans to improve the metrics.	<ul style="list-style-type: none"> <li>The Bidding Entity provides a clear and accurate calculation of incomplete runs, supported by detailed evidence and analysis of root causes. The explanation is comprehensive and demonstrates strong understanding of failure modes. The improvement plan is well-structured, specific, and measurable, with clear timelines, responsibilities, and defined targets for reducing failures.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity reports the proportion of incomplete runs correctly and offers a credible explanation of the main causes, supported by some evidence. The improvement plan is viable and includes actions and timelines, but lacks full detail or measurable targets.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only a basic or unclear calculation of incomplete runs and gives superficial or generic reasons for failures, with little or no supporting evidence. The improvement plan is vague, lacks prioritisation, and does not include clear metrics or accountability.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to meet the minimum requirement of ten runs, omits key information, or provides no meaningful analysis or improvement plan.</li> </ul>
B7	Playback - Metrics	Correctness	Against the runs undertaken (minimum of 10), the Bidding	<ul style="list-style-type: none"> <li>The Bidding Entity provides an accurate calculation of correct planning decisions, supported by</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity reports the proportion of correct planning decisions</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only a basic or unclear calculation and</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to meet the minimum</li> </ul>

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			Entity must identify the proportion of <b>correct planning decisions were achieved</b> , explain why, and outline how it will learn from these for the next stage, including plans to improve the metrics.	detailed evidence and analysis of why these outcomes occurred. The explanation demonstrates strong understanding of success and failure factors. The improvement plan is comprehensive, specific, and measurable, with clear timelines, responsibilities, and defined targets for improving performance.	accurately and offers a credible explanation of the main factors, supported by some evidence. The improvement plan is practical and includes actions and timelines, but lacks full detail or measurable targets.	gives superficial or generic reasons for the outcomes, with little or no supporting evidence. The improvement plan is vague, lacks prioritisation, and does not include clear metrics or accountability.	requirement of ten runs, omits key information, or provides no meaningful analysis or improvement plan.
B8	Playback - Metrics	Justification	Against the runs undertaken (minimum of 10), the Bidding Entity must identify the proportion of <b>correctly justified planning decisions were achieved</b> , explain why, and outline how it will learn from these for the next stage, including plans to improve the metrics.	<ul style="list-style-type: none"> <li>The Bidding Entity provides an accurate calculation of correctly justified planning decisions, supported by detailed evidence and a thorough explanation of why these outcomes occurred. The analysis demonstrates strong understanding of both successes and failures. The improvement plan is comprehensive, specific, and measurable, with clear timelines, responsibilities, and defined targets for improving performance.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity reports the proportion of correctly justified planning decisions accurately and offers a credible explanation of the main factors, supported by some evidence. The improvement plan is practical and includes actions and timelines, but lacks full detail or measurable targets.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only a basic or unclear calculation and gives superficial or generic reasons for the outcomes, with little or no supporting evidence. The improvement plan is vague, lacks prioritisation, and does not include clear metrics or accountability.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to meet the minimum requirement of ten runs, omits key information, or provides no meaningful analysis or improvement plan.</li> </ul>

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B9	Playback - Metrics	Critical Errors	Against the runs undertaken (minimum of 10), the Bidding Entity must identify the proportion <b>critical errors<sup>3</sup> occurred causing false approvals, where the system mistakenly suggests approval</b> , explain why, and outline how it will learn from these for the next stage, including plans to improve the metrics.	<ul style="list-style-type: none"> <li>The Bidding Entity provides an accurate calculation of critical errors, supported by detailed evidence and a thorough root cause analysis. The explanation demonstrates strong understanding of failure modes and contributing factors. The improvement plan is comprehensive, specific, and measurable, with clear timelines, responsibilities, and defined targets for reducing false approvals.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity reports the proportion of critical errors accurately and offers a credible explanation of the main causes, supported by some evidence. The improvement plan is practical and includes actions and timelines, but lacks full detail or measurable targets.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only a basic or unclear calculation and gives superficial or generic reasons for the errors, with little or no supporting evidence. The improvement plan is vague, lacks prioritisation, and does not include clear metrics or accountability.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to meet the minimum requirement of ten runs, omits key information, or provides no meaningful analysis or improvement plan.</li> </ul>
10 Case Study Playback – Solution Attributes							
B10	Playback – Solution Attributes	Example cases: Explainability	The Bidding Entity shall, using three case study examples to detail how recommendations are displayed showing policy citations with functionality which allows Planning Officers	<ul style="list-style-type: none"> <li>The Bidding Entity provides three clear and detailed case study examples showing how recommendations are displayed with policy citations. The proposed Solution demonstrates functionality that allows Planning Officers to view the specific</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides three examples but with limited detail. The proposed Solution shows that recommendations include policy citations and some functionality for accessing</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only minimal or unclear examples, with little detail that recommendations include policy citations or that functionality exists for Planning</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to provide three case study examples or does not demonstrate functionality for displaying recommendations</li> </ul>

<sup>3</sup> Refers to the proportion of serious mistakes made by the Solution that could lead to significant negative outcomes.

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			to view the specific documents and sections used in the reasoning.	documents and sections used in the reasoning. It explains how the interface supports transparency and usability, ensuring that cited policies are easily accessible and correctly linked to the decision-making process.	documents, but the explanation lacks depth on how this supports Planning Officers or ensures clarity and accuracy in reasoning.	Officers to view specific documents and sections. The proposed Solution appears incomplete and does not demonstrate a practical or user-friendly approach.	with policy citations and document access. The submission does not meet the requirement and is non-compliant.
B11	Playback – Solution Attributes	Example cases: Explainability	The Bidding Entity shall, using three case study examples, details a clear logic chain from policy to detail to conclusions.	<ul style="list-style-type: none"> <li>The Bidding Entity provides three clear and detailed case study examples that demonstrate a well-structured logic chain from policy to detail to conclusions. The proposed Solution shows how each recommendation is grounded in relevant policy, supported by verifiable detail, and logically leads to a sound conclusion. It reflects transparency, consistency, and a robust decision-making process that Planning Officers can easily follow.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides three examples that indicate a logic chain from policy to detail to conclusions, but the explanation lacks depth or clarity. The connection between policy, detail, and conclusions is present but not fully developed or consistently applied across all examples.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only minimal or unclear examples, with weak or incomplete links between policy, detail, and conclusions. The proposed Solution does not demonstrate a coherent or reliable decision-making process and appears insufficient for practical use.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to provide three case study examples or does not demonstrate any meaningful logic chain from policy to detail to conclusions. The submission does not meet the requirement and is non-compliant.</li> </ul>
B12	Playback – Solution Attributes	Example cases: Explainability	The Bidding Entity shall, using three case study examples, detail how any uncertainty in its reasoning or output is	<ul style="list-style-type: none"> <li>The Bidding Entity provides three clear and detailed case study examples that demonstrate how uncertainty in its reasoning or output is identified, handled, and</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides three examples that indicate some consideration of uncertainty, but the</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only minimal or unclear examples, with weak or incomplete handling of uncertainty.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to provide three case study examples or does not demonstrate</li> </ul>

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			handled and present it in a useful way with clear justification and definitions.	presented in a useful way. The proposed Solution includes clear justification for the approach taken and provides well-defined terminology to explain uncertainty. It shows how uncertainty is communicated transparently to Planning Officers, ensuring that decisions remain robust and understandable even where ambiguity exists.	explanation lacks depth or clarity. The proposed Solution shows that uncertainty is acknowledged and presented, but justification and definitions are limited, and the approach may not fully support practical decision-making.	There is little detail of justification or clear definitions, and the response does not demonstrate a reliable or user-friendly approach to managing ambiguity.	any meaningful approach to handling uncertainty in reasoning or output. The submission does not meet the requirement and is non-compliant.
B13	Playback – Solution Attributes	Example cases: Explainability	The Bidding Entity shall showcase three case study examples to demonstrate how missing or insufficient information is handled and clearly indicate where these gaps are.	<ul style="list-style-type: none"> <li>The Bidding Entity provides three clear and detailed case study examples that demonstrate how missing or insufficient information is identified, handled, and communicated. The proposed Solution shows a systematic approach to managing gaps, including clear indicators within the output that highlight where information is incomplete. It explains how these gaps are presented in a way that is useful to Planning Officers and includes justification for the approach taken.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides three examples that show some consideration of missing or insufficient information, but the explanation lacks depth or clarity. The proposed Solution indicates that gaps are acknowledged and flagged, but the method for handling them is only partially developed and may not fully support practical decision-making.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only minimal or unclear examples, with weak or incomplete handling of missing or insufficient information. There is little detail of a structured approach or clear indicators for gaps, and the response does not demonstrate reliability or usability.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to provide three case study examples or does not demonstrate any meaningful approach to handling missing or insufficient information. The submission does not meet the requirement and is non-compliant.</li> </ul>

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B14	Playback – Solution Attributes	Example cases: Explainability	The Bidding Entity shall showcase three case study examples to demonstrate how policy conflicts or tensions are handled with reasoning	<ul style="list-style-type: none"> <li>The Bidding Entity provides three clear and detailed case study examples that demonstrate how policy conflicts or tensions are identified, analysed, and resolved with well-reasoned justification. The proposed Solution shows a structured approach to handling conflicting policies, explaining the logic behind prioritisation or compromise and ensuring transparency in decision-making. It reflects a robust methodology that Planning Officers can easily follow and trust.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides three examples that indicate some consideration of policy conflicts or tensions, but the explanation lacks depth or clarity. The reasoning is present but not fully developed, and the approach may not consistently demonstrate how conflicts are resolved in a practical or transparent manner.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only minimal or unclear examples, with weak or incomplete handling of policy conflicts. There is little detail of structured reasoning or justification, and the response does not demonstrate a reliable or user-friendly approach to resolving tensions.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to provide three case study examples or does not demonstrate any meaningful approach to handling policy conflicts or tensions. The submission does not meet the requirement and is non-compliant.</li> </ul>
B15	Playback – Solution Attributes	Alignment	The Bidding Entity shall showcase three case study examples to demonstrate how reasoning is aligned with the planning officer's assessment and highlight any aspects the planning officer may have missed.	<ul style="list-style-type: none"> <li>The Bidding Entity provides three clear and detailed case study examples that demonstrate how its reasoning aligns closely with the planning officer's assessment. The proposed Solution highlights any aspects the planning officer may have missed and explains these differences with well-reasoned justification. It shows a transparent and structured approach that supports</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides three examples that indicate some alignment with the planning officer's assessment, but the explanation lacks depth or clarity. The proposed Solution identifies a few missed aspects but does not fully justify or contextualise them, and the approach may not</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only minimal or unclear examples, with weak or incomplete detail of alignment with the planning officer's assessment. There is little or no indication of missed aspects or justification for differences, and the response does not</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to provide three case study examples or does not demonstrate any meaningful alignment with the planning officer's assessment. The submission does not meet the requirement and is non-compliant.</li> </ul>

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				consistency, improves decision-making, and adds value to the planning process.	consistently demonstrate added value.	demonstrate a reliable or practical approach.	
B16	Playback – Solution Attributes	Usability	The Bidding Entity shall showcase three case study examples to demonstrate how information is presented so that a human can quickly scan it, understand the reasoning and recommended decision, and be confident in the output.	<ul style="list-style-type: none"> <li>The Bidding Entity provides three clear and detailed case study examples that demonstrate how information is presented in a way that enables a human to quickly scan, understand the reasoning, and grasp the recommended decision with confidence. The proposed Solution shows a well-structured, intuitive layout that prioritises clarity and usability, ensuring that key points, supporting detail, and conclusions are easy to identify. It reflects a design that promotes transparency and trust in the output.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides three examples that indicate some effort to present information clearly, but the approach lacks depth or consistency. While the reasoning and recommended decision are visible, the layout may not fully support quick scanning or confidence in the output, and usability considerations are only partially addressed.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only minimal or unclear examples, with weak or incomplete detail of a structured approach to presenting information. The proposed Solution does not demonstrate that the reasoning and recommended decision can be easily understood, and confidence in the output is not supported.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to provide three case study examples or does not demonstrate any meaningful approach to presenting information for quick scanning and understanding. The submission does not meet the requirement and is non-compliant.</li> </ul>
B17	Playback – Solution Attributes	Usability	The Bidding Entity shall showcase three case study examples to demonstrate how a human can easily introspect and interrogate decision recommendations and	<ul style="list-style-type: none"> <li>The Bidding Entity provides three clear and detailed case study examples that demonstrate how a human can easily introspect and interrogate decision recommendations and the associated detail. The proposed Solution shows a transparent and</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides three examples that indicate some ability for humans to interrogate recommendations and detail, but the explanation lacks depth or clarity. The feedback mechanism is</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only minimal or unclear examples, with weak or incomplete detail of introspection or interrogation capabilities. There is little or no indication of</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to provide three case study examples or does not demonstrate any meaningful approach to enabling human</li> </ul>

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			the associated detail, and provide a clear mechanism for feedback into the process (human-in-the-loop).	well-structured mechanism that enables Planning Officers to review, question, and validate the reasoning behind decisions. It includes a clear and practical feedback loop (human-in-the-loop) that allows users to input corrections or comments, ensuring continuous improvement and accountability in the process.	present but basic, and the approach may not fully demonstrate how human input is integrated effectively into the decision-making process.	a structured feedback mechanism, and the response does not demonstrate a reliable approach to human-in-the-loop functionality.	interrogation of decisions or providing feedback into the process. The submission does not meet the requirement and is non-compliant.
B18	Playback – Solution Attributes	Integration	The Bidding Entity shall showcase three case study examples to demonstrate how it can leverage local planning policies and datasets and accurately interpret local designations such as conservation areas, Article 4 directions, and Tree Preservation Orders (TPOs).	<ul style="list-style-type: none"> <li>The Bidding Entity provides three clear and detailed case study examples that demonstrate its ability to leverage local planning policies and datasets effectively. The proposed Solution shows accurate interpretation of local designations such as conservation areas, Article 4 directions, and Tree Preservation Orders (TPOs). It explains how these designations are integrated into the reasoning process and reflected in decision-making outputs, ensuring compliance and local relevance. The approach is transparent, robust,</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides three examples that indicate some ability to use local planning policies and datasets, but the explanation lacks depth or clarity. The proposed Solution shows partial interpretation of local designations, with limited detail on how these are incorporated into reasoning or outputs. The approach meets the minimum requirement but does not fully</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only minimal or unclear examples, with weak or incomplete detail of leveraging local policies or interpreting designations. There is little indication of how conservation areas, Article 4 directions, or TPOs are handled, and the response does not demonstrate a practical or accurate approach.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to provide three case study examples or does not demonstrate any meaningful ability to use local planning policies or interpret local designations. The submission does not meet the requirement and is non-compliant.</li> </ul>

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				and demonstrates strong technical capability in handling complex local data.	demonstrate reliability or sophistication.		
B19	Playback – Solution Attributes	Integration	The Bidding Entity shall showcase three case study examples to demonstrate how the Solution analyses and factors in consultation responses and comments as part of its reasoning and output.	<ul style="list-style-type: none"> <li>The Bidding Entity provides three clear and detailed case study examples that demonstrate how the Solution analyses and incorporates consultation responses and comments into its reasoning and output. The proposed Solution shows a structured approach for capturing, interpreting, and weighting these inputs, ensuring they influence recommendations appropriately. It explains how consultation feedback is presented transparently within the decision-making process and highlights mechanisms for validating and reconciling conflicting views.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides three examples that indicate some consideration of consultation responses and comments, but the explanation lacks depth or clarity. The proposed Solution shows that feedback is acknowledged and factored in, but the process for analysis and integration is only partially developed and may not consistently demonstrate transparency or robustness.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only minimal or unclear examples, with weak or incomplete detail of how consultation responses are analysed or incorporated into reasoning. There is little indication of a structured approach, and the response does not demonstrate reliability or usability.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to provide three case study examples or does not demonstrate any meaningful approach to factoring consultation responses and comments into its reasoning and output. The submission does not meet the requirement and is non-compliant.</li> </ul>
10 Case Study Playback – Process, learnings and findings.							
B20	Playback - Build Insights	Learnings	The Bidding Entity shall provide a detailed description of a significant technical or process challenges they	<ul style="list-style-type: none"> <li>The Bidding Entity provides a detailed and well-structured description of a significant technical or process challenge encountered. The proposed</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity describes a technical or process challenge and provides some context and explanation of how it</li> </ul>	<ul style="list-style-type: none"> <li>he Bidding Entity provides only a minimal or unclear description of a challenge, with little or no detail on the context</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to describe any significant technical or process challenge</li> </ul>

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			have encountered, including the context, the nature of the challenge, and the steps taken to address it.	Solution clearly sets out the context and nature of the challenge, explains why it was significant, and describes the steps taken to address it in a logical and transparent manner. It demonstrates problem-solving capability, adaptability, and lessons learned that could inform future improvements.	was addressed, but the response lacks depth or clarity. The rationale for the steps taken is limited, and the description does not fully demonstrate robust problem-solving or learning.	or steps taken to resolve it. The proposed Solution appears incomplete and does not demonstrate a structured or effective approach to addressing issues.	or does not provide meaningful information on how it was addressed. The submission does not meet the requirement and is non-compliant.
B21	Playback - Build Insights	Learnings	The Bidding Entity shall provide a detailed description of their root cause analysis of challenges encountered, including any assumptions made, relevant data considered, and constraints such as time, resources, or other influencing factors.	<ul style="list-style-type: none"> <li>The Bidding Entity provides a detailed and structured description of its root cause analysis of challenges encountered. The proposed Solution clearly identifies the assumptions made, the relevant data considered, and the constraints such as time, resources, or other influencing factors. It demonstrates a systematic approach to diagnosing issues, explains how conclusions were reached, and shows detail of learning and improvement based on the analysis.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity describes its root cause analysis and mentions some assumptions, data, and constraints, but the explanation lacks depth or clarity. The proposed Solution meets the minimum requirement but does not fully demonstrate a rigorous or comprehensive approach to identifying and addressing underlying issues.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only a minimal or unclear description of its root cause analysis, with little or no detail on assumptions, data considered, or constraints. The proposed Solution appears incomplete and does not demonstrate a structured or reliable method for understanding challenges.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to provide any meaningful description of its root cause analysis or does not address assumptions, data, or constraints. The submission does not meet the requirement and is non-compliant.</li> </ul>

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B22	Playback - Build Insights	Learnings	The Bidding Entity shall outline a clear approach for addressing the identified challenge during the production phases, including proposed actions, prioritisation, and rationale for the chosen strategy.	<ul style="list-style-type: none"> <li>The Bidding Entity outlines a clear and detailed approach for addressing the identified challenge during the production phases. The proposed Solution includes specific proposed actions, a well-structured prioritisation plan, and a strong rationale for the chosen strategy. It demonstrates foresight, practicality, and alignment with project objectives, showing how the approach will mitigate risks and ensure successful delivery.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides an approach that addresses the challenge with some proposed actions and prioritisation, but the explanation lacks depth or clarity. The rationale for the chosen strategy is limited, and the response does not fully demonstrate a robust or comprehensive plan for implementation.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only a minimal or unclear description of its approach, with little or no detail on proposed actions, prioritisation, or rationale. The proposed Solution appears incomplete and does not demonstrate confidence in addressing the challenge effectively.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to outline any meaningful approach for addressing the challenge during the production phases. The submission does not meet the requirement and is non-compliant.</li> </ul>
3 Case Study Live Demonstrations							
B23	Playback - Metrics	Processability	The Bidding Entity shall detail how many runs were undertaken against the 'ground truths' and how many completed the full decision making process.	<ul style="list-style-type: none"> <li>The Bidding Entity provides a clear and detailed account of how many runs were undertaken against the ground truths and specifies how many completed the full decision-making process. The proposed Solution demonstrates accuracy and transparency, includes supporting detail, and reflects a structured approach to testing that ensures reliability and robustness.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity confirms the number of runs undertaken and indicates how many completed the full decision-making process, but the explanation lacks depth or clarity. The proposed Solution meets the minimum requirement but does not provide comprehensive</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only a minimal or unclear description of the runs undertaken and their completion status. It is uncertain whether the minimum requirement was achieved, and the response appears incomplete or inconsistent.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to provide any meaningful information on the number of runs undertaken or their completion status. The submission does not meet the requirement and is non-compliant.</li> </ul>

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					detail of a systematic approach.		
B24	Playback - Metrics	Accuracy	The Bidding Entity shall declare the number of 'runs' undertaken against the 'ground truths' that were not completed with an explanation.	<ul style="list-style-type: none"> <li>The Bidding Entity provides a clear and detailed declaration of the number of runs undertaken against the ground truths that were not completed, accompanied by a thorough explanation of the reasons. The proposed Solution demonstrates transparency and insight, showing an understanding of the factors that led to incomplete runs and outlining any corrective measures or lessons learned.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity declares the number of incomplete runs and provides a basic explanation, but the rationale lacks depth or clarity. The proposed Solution meets the minimum requirement but does not offer meaningful analysis or detail of learning from the outcomes.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only a minimal or unclear declaration of incomplete runs, with little or no explanation of why they were not completed. The proposed Solution appears incomplete and does not demonstrate understanding or accountability.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to declare the number of incomplete runs and does not provide any explanation. The submission does not meet the requirement and is non-compliant.</li> </ul>
B25	Playback - Metrics	Correctness	The Bidding Entity shall declare the number of 'runs' undertaken against the 'ground truths' and how many achieved the correct decision	<ul style="list-style-type: none"> <li>The Bidding Entity provides a clear, detailed declaration of the number of runs undertaken against the ground truths and accurately reports how many achieved the correct decision. The submission includes transparent methodology, supporting detail, and demonstrates a high success rate with strong alignment to the requirement. Data is well-presented, verifiable, and</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity declares the number of runs and correct decisions, meeting the basic requirement. However, the information lacks depth or supporting detail on methodology and verification. The success rate is acceptable but does not demonstrate strong confidence in accuracy or reliability.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides incomplete or unclear information regarding runs and correct decisions. The declaration may omit key figures, lack transparency, or fail to explain how results were derived. The success rate appears low or inconsistent, raising concerns about</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to declare the number of runs or correct decisions, or provides information that is wholly inadequate or unverifiable. The omission represents a significant failure to meet the requirement and</li> </ul>

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				indicates robust testing and quality assurance processes.	Presentation of data is functional but not comprehensive.	performance and compliance with the requirement.	undermines confidence in the solution's accuracy.
B26	Playback - Metrics	Justification	The Bidding Entity shall declare the number of 'runs' undertaken against the 'ground truths' and how many were correctly justified.	<ul style="list-style-type: none"> <li>The Bidding Entity provides a clear and detailed declaration of the number of runs undertaken and specifies how many were correctly justified. The proposed Solution demonstrates transparency and accuracy, includes supporting detail, and explains how justification aligns with decision-making criteria, reflecting a robust and well-documented approach</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity declares the number of runs and indicates how many were correctly justified, but the explanation lacks depth or clarity. The proposed Solution meets the minimum requirement but does not fully demonstrate consistency or reliability in justification.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only a minimal or unclear declaration of the number of runs and correctly justified cases, with little or no supporting detail. The proposed Solution appears incomplete and does not demonstrate confidence in the justification process.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to declare the number of runs or how many were correctly justified. The submission does not meet the requirement and is non-compliant.</li> </ul>
B27	Playback - Metrics	Critical Errors	The Bidding Entity shall declare the number of 'runs' undertaken against the 'ground truths' and how many had critical errors <sup>4</sup> occurred causing false approvals, where the	<ul style="list-style-type: none"> <li>The Bidding Entity provides a clear and detailed declaration of the number of runs undertaken against the ground truths and specifies how many had critical errors causing false approvals, where the system mistakenly suggested approval. The</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity declares the number of runs with critical errors and provides a basic explanation of the causes. The proposed Solution meets the minimum requirement but lacks</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only a minimal or unclear declaration of the number of runs with critical errors, with little or no explanation of why they occurred. The proposed Solution</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to declare the number of runs where critical errors occurred and does not provide any explanation. The</li> </ul>

<sup>4</sup> Refers to the proportion of serious mistakes made by the Solution that could lead to significant negative outcomes.

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			system mistakenly suggests approval.	proposed Solution includes a thorough explanation of why these errors occurred, demonstrates transparency, and outlines corrective measures or lessons learned to prevent recurrence. It reflects a strong understanding of risk management and quality assurance.	depth or detail on mitigation strategies or lessons learned.	appears incomplete and does not demonstrate accountability or a plan for improvement.	submission does not meet the requirement and is non-compliant.
3 of 10 Case Study Playback – Solution Attributes							
B28	Playback – Solution Attributes	Example cases: Explainability	The Discovery Demonstrator shall display output recommendations with policy citations and allow Planning Officers to view the specific documents and sections used in the reasoning.	<ul style="list-style-type: none"> <li>The Discovery Demonstrator displays output recommendations with clear and accurate policy citations and provides functionality that allows Planning Officers to view the specific documents and sections used in the reasoning. The proposed Solution demonstrates a well-designed interface that ensures transparency, usability, and confidence in the decision-making process. It shows that cited policies are correctly linked and easily accessible, supporting efficient review and validation.</li> </ul>	<ul style="list-style-type: none"> <li>The Discovery Demonstrator displays recommendations with policy citations and offers some functionality for accessing documents and sections, but the explanation lacks depth or clarity. The approach meets the minimum requirement but does not fully demonstrate ease of use or reliability in linking policies to reasoning.</li> </ul>	<ul style="list-style-type: none"> <li>The Discovery Demonstrator provides only minimal or unclear functionality for displaying recommendations with policy citations. There is little detail that Planning Officers can easily access the specific documents and sections used in reasoning, and the response does not demonstrate a practical or user-friendly approach.</li> </ul>	<ul style="list-style-type: none"> <li>The Discovery Demonstrator fails to display recommendations with policy citations or does not provide functionality for Planning Officers to view the specific documents and sections used in reasoning. The submission does not meet the requirement and is non-compliant.</li> </ul>

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B29	Playback – Solution Attributes	Example cases: Explainability	The Discovery Demonstrator shall show a clear logic chain from policy to detail to conclusions.	<ul style="list-style-type: none"> <li>The demonstrator presents a fully coherent and transparent logic chain. Policy objectives are clearly articulated, detail sources are comprehensive and relevant, and the reasoning from detail to conclusions is explicit and well-structured. Each link in the chain is documented, with no gaps or ambiguities. Visual aids or explanatory notes enhance clarity, making the logic easy to follow for any reviewer.</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator shows a basic logic chain, but with some weaknesses. Policy objectives are stated, and detail is provided, but the connection between detail and conclusions is only partially clear. Some reasoning steps may be implicit rather than explicit, and there may be minor gaps or limited explanation. Overall, the chain is understandable but lacks depth or precision.</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator provides minimal or unclear linkage between policy, detail, and conclusions. Policy context may be vague, detail may be incomplete or poorly justified, and the reasoning is largely implicit or inconsistent. The logic chain is difficult to follow, with significant gaps that undermine confidence in the conclusions.</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator fails to show a logic chain. Policy objectives, detail, and conclusions are presented in isolation or not at all, with no discernible connection between them. The absence of structured reasoning makes the output unusable for evaluation or decision-making</li> </ul>
B30	Playback – Solution Attributes	Example cases: Explainability	The Discovery Demonstrator shall highlight uncertainty in its reasoning or output and present it in a useful way with clear justification and definitions.	<ul style="list-style-type: none"> <li>The demonstrator provides a clear and comprehensive treatment of uncertainty. All sources of uncertainty in reasoning or outputs are explicitly identified, well-defined, and justified. The presentation is highly useful for decision-making, using clear terminology and structured explanations (e.g.,</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator acknowledges uncertainty, but with limitations. Some sources of uncertainty are identified and explained, though definitions or justifications may lack detail or consistency. Presentation is somewhat</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator shows minimal or unclear handling of uncertainty. References to uncertainty are vague, incomplete, or lack justification. Definitions may be missing or inconsistent, and the presentation</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator fails to address uncertainty. No attempt is made to identify, define, or justify uncertainty in reasoning or outputs. The absence of this information makes</li> </ul>

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				ranges, confidence levels, or scenarios). Definitions are precise and consistently applied, and the rationale for uncertainty is transparent and well-documented.	useful but may be basic (e.g., simple caveats without structured metrics). While uncertainty is visible, it does not fully support robust interpretation.	offers little practical value for decision-making. The approach appears ad hoc rather than systematic.	the demonstrator misleading or unusable for informed decisions.
B31	Playback – Solution Attributes	Example cases: Explainability	The Discovery Demonstrator shall identify when detail is missing or insufficient and clearly indicate these gaps.	<ul style="list-style-type: none"> <li>The demonstrator provides a systematic and transparent approach to identifying gaps in detail. Missing or insufficient detail is clearly flagged, with detailed explanations of why the detail is inadequate and what impact this has on reasoning or conclusions. Indicators are easy to interpret, and the presentation supports informed decision-making by highlighting priorities for further investigation.</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator acknowledges some gaps in detail, but coverage is partial or lacks depth. Missing or insufficient detail is noted, but explanations may be brief or inconsistent. The presentation is understandable but does not fully convey the implications of these gaps for conclusions or next steps.</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator shows minimal or unclear identification of detail gaps. References to missing or insufficient detail are vague, incomplete, or scattered. There is little or no explanation of why the gaps matter, making it difficult to assess the reliability of the conclusions.</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator fails to identify detail gaps. Missing or insufficient detail is ignored or concealed, resulting in misleading outputs and undermining confidence in the demonstrator's reasoning.</li> </ul>
B32	Playback – Solution Attributes	Example cases: Explainability	The Discovery Demonstrator shall explicitly acknowledge any policy conflicts or tensions in its reasoning or output.	<ul style="list-style-type: none"> <li>The demonstrator provides a clear and comprehensive identification of policy conflicts or tensions. All relevant conflicts are explicitly acknowledged, with detailed explanations of their nature and implications. The</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator recognises some policy conflicts, but coverage is partial or lacks depth. Conflicts are noted, but explanations may be brief or inconsistent. The</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator shows minimal or unclear acknowledgement of policy conflicts. References to tensions are vague, incomplete,</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator fails to acknowledge policy conflicts or tensions. No attempt is made to identify or explain</li> </ul>

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				reasoning is transparent, and the presentation includes clear justification for how these tensions affect conclusions or recommendations. The approach supports informed decision-making by highlighting trade-offs and potential resolutions.	implications for reasoning or outputs are only partially addressed, limiting the usefulness of the information for decision-making.	or scattered. There is little or no explanation of how these conflicts influence conclusions, making the reasoning difficult to interpret.	them, resulting in outputs that may be misleading or oversimplified.
B33	Playback – Solution Attributes	Alignment	The Discovery Demonstrator shall ensure its reasoning is aligned with the planning officer's assessment and highlight any aspects the planning officer may have missed.	<ul style="list-style-type: none"> <li>The demonstrator shows strong alignment with the planning officer's assessment, clearly referencing key points and reasoning. It systematically identifies any gaps or overlooked aspects, providing well-justified explanations and detail for these observations. The comparison is transparent, structured, and adds significant value by enhancing completeness and accuracy.</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator demonstrates basic alignment with the planning officer's assessment, but the comparison is limited. Some key points are addressed, and a few missed aspects are noted, though explanations may lack depth or clarity. The added value is modest, and the reasoning is only partially integrated with the officer's perspective.</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator shows minimal or unclear alignment with the planning officer's assessment. References to the officer's reasoning are vague or incomplete, and missed aspects are either not identified or poorly justified. The output does not meaningfully improve the assessment.</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator fails to align with the planning officer's assessment. No attempt is made to reference the officer's reasoning or identify gaps, resulting in an output that is disconnected and potentially misleading.</li> </ul>
B34	Playback – Solution Attributes	Usability	The Discovery Demonstrator shall present information so that a human can quickly scan it,	<ul style="list-style-type: none"> <li>The demonstrator presents information in a highly clear, concise, and well-structured format. Layout, headings, and visual cues (e.g., bullet points,</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator provides information in a reasonably clear format, but with some limitations. The structure allows</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator shows minimal attention to clarity or usability. Information is presented in dense text or poorly</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator fails to present information in a usable way. Content is</li> </ul>

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			understand the reasoning and recommended decision, and be confident in the output.	summaries, diagrams) enable rapid scanning. Reasoning is transparent and easy to follow, and recommended actions are clearly highlighted and prioritised. The presentation supports quick comprehension without sacrificing detail.	scanning, but reasoning may require effort to interpret, and recommended actions are not consistently emphasised. Overall, the presentation is functional but lacks polish or optimal usability.	organised sections, making scanning difficult. Reasoning is hard to follow, and recommended actions are buried or unclear. The output requires significant effort to interpret.	disorganised, confusing, or incomplete, with no clear reasoning or actionable recommendations. The presentation does not support quick scanning or comprehension.
B34	Playback – Solution Attributes	Usability	The Discovery Demonstrator shall enable a human to easily introspect and interrogate decision recommendations and the associated detail, and provide a clear mechanism for feedback into the process (human-in-the-loop).	<ul style="list-style-type: none"> <li>The demonstrator offers a robust and intuitive mechanism for human-in-the-loop interaction. Users can easily access and review the reasoning behind recommendations, inspect supporting detail, and interrogate assumptions. The feedback process is clear, well-integrated, and allows meaningful input that influences subsequent outputs. The interface is user-friendly and promotes transparency and trust.</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator provides basic functionality for introspection and feedback, but with limitations. Users can review recommendations and some detail, but the process for interrogation or providing feedback is not fully intuitive or lacks depth. Feedback may influence outputs only partially or require extra effort to implement.</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator shows minimal capability for introspection or feedback. Access to reasoning and detail is limited or unclear, and the feedback mechanism is either absent or tokenistic. Users have little practical ability to interrogate decisions or influence the process.</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator fails to support human-in-the-loop interaction. Recommendations and detail are opaque, and no mechanism exists for feedback or interrogation. The process is entirely automated, with no meaningful human oversight.</li> </ul>
B36	Playback – Solution Attributes	Integration	The Discovery Demonstrator shall show it can leverage	<ul style="list-style-type: none"> <li>The demonstrator shows basic ability to use local policies and datasets, but with limitations. It</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator shows basic ability to use local policies and datasets, but</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator provides minimal or unclear use of local</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator fails to leverage local planning</li> </ul>

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			local planning policies and datasets and accurately interpret local designations such as conservation areas, Article 4 directions, and Tree Preservation Orders (TPOs).	recognises some local designations and applies them in reasoning, though coverage or accuracy may be partial. Explanations are present but lack depth or consistency. The integration of local context is helpful but not comprehensive.	with limitations. It recognises some local designations and applies them in reasoning, though coverage or accuracy may be partial. Explanations are present but lack depth or consistency. The integration of local context is helpful but not comprehensive.	planning policies and datasets. References to local designations are vague, incomplete, or occasionally incorrect. The reasoning does not reliably reflect local constraints, reducing confidence in the outputs.	policies or datasets. No attempt is made to identify or interpret local designations, resulting in outputs that ignore critical local context and may be misleading.
B37	Playback – Solution Attributes		The Discovery Demonstrator shall show it can analyse and consider consultation responses and comments as part of its reasoning and outputs.	<ul style="list-style-type: none"> <li>The demonstrator provides a comprehensive and systematic analysis of consultation responses and comments. It accurately interprets stakeholder input, integrates relevant points into its reasoning, and clearly shows how these influence conclusions or recommendations. The approach is transparent, well-documented, and demonstrates balanced consideration of diverse views.</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator shows basic ability to consider consultation responses, but with limitations. Some comments are acknowledged and factored into reasoning, though coverage or depth may be partial. Explanations of how input affects outputs are present but lack clarity or consistency.</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator provides minimal or unclear consideration of consultation responses. References to stakeholder input are vague, incomplete, or tokenistic. The reasoning does not reliably reflect the substance of comments, reducing confidence in the outputs.</li> </ul>	<ul style="list-style-type: none"> <li>The demonstrator fails to analyse or consider consultation responses. No attempt is made to incorporate stakeholder input into reasoning or outputs, resulting in an approach that ignores critical feedback.</li> </ul>

### 9.5.5 Evaluation Weighting

40% of available percentage points shall be available for the Discovery Demonstration as set out below.

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### 9.5.6 Evaluation Procedure.

The evaluation of the presentation material B1-B27 shall be scored as follows:

- Evaluators are required to conduct their evaluation and complete an evaluation workbook to record comments as the presentation unfolds prior to selecting an appropriate score (3, 2, 1, or 0) and providing remarks to justify the chosen score.
- The evaluation output shall be returned to the moderator and kept secure.
- The evaluation team shall come together and discuss the merits of the response, or otherwise, according to their analysis and collectively determining a single moderated score which shall be recorded into a moderation workbook, with rationale, and the score applied to the final scoring matrix.
- In order to differentiate the strongest Bidding Entity, all scores of a '3' shall be treated with the value of '4' in the final scoring matrix i.e. 4, 2, 1, 0 i.e.  $\times 1\frac{1}{3}$ .

The evaluation of the demonstration of the live Solution, Requirements B28 to B37 across the three case studies shall be assessed individually, i.e. 4,3,4 and then the average shall be taken. This is because the case studies shall be presented one after another making it difficult for the evaluator to crosscut their overall assessment. This 'average' shall then be taken into moderation and a 'whole number' score given to the re

The maximum score for the 37 questions is 148pts. These points shall be spread across the 40% allocated of the 100% of the total score i.e.:

$$\frac{\sum \text{points scored}}{(37 \times 4)} \times 40 = \text{evaluated score}$$

### 9.5.7 Post Evaluation Next Step for Preferred Bidding Entity

Successful features and lessons learned shall be incorporated into the initial Solution backlog and used to ensure future delivery phases are validated concepts that inform the design and implementation of the end Solution.

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### 9.6 Part C - Business Outcomes

#### 9.6.1 Introduction

The Section sets out to assess that the Bidding Entity is able to comprehend the rational and reasoning behind the required Solution and that must become a critical enabler and is key to achieving improvements in operational business effectiveness and efficiency, as part of the Government's growth agenda.

#### 9.6.2 Scope

The scope of the business outcomes needed by the Authority are as follows:

- a) A reduction in planning delays.
- b) An improvement in planning decision cadence.
- c) An increase in decision making output for the same human effort.
- d) To equal or better the quality of planning decisions currently being made.
- e) To enable a planning decision to be more fully explained.
- f) That the Solution is easy for stakeholders to use.
- g) To ensure that Planning Officers are keen to utilise the potential of the Solution.
- h) That the Solution has the potential to incorporate all data sources and emerging new technologies.
- i) That the costs of operating the LPA are either reduced or the LPA's throughput increases.

#### 9.6.3 Instructions

Complete the relevant Requirements Responses Workbook and set out Bidding Entity understanding of the outcome required and how the proposed Solution shall achieve this.

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### 9.6.4 Evaluation Criteria

Ref	Classification 1	Classification 2	Requirement	Maximum Word Count	Evaluation Criteria			
					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
C1	Business Outcome	Reduction in delays	The Authority needs to reduce Planning waits to maximum <b>4 weeks vs 8-week target</b> (outside of consultation period) by simplifying & speeding-up decision-making with the use of the Solution.	400	<ul style="list-style-type: none"> <li>The Bidding Entity sets out how the Solution will consistently reduce decision-making times to 4 weeks or less. Includes process improvements, automation features and workflow integration.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity sets out how the Solution could help reduce decision-making times but lacks detail on specific mechanisms or assurance that the 4-week target will be met.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity mentions faster decision-making but provides no clear link to achieving the 4-week target or lacks supporting detail.</li> </ul>	<ul style="list-style-type: none"> <li>No commitment or explanation provided on how reducing decision-making times could be achieved</li> </ul>
C2	Business outcome	Efficiency gains	The Authority needs to drastically reduce planning officer time on householder/ other applications (as defined in Town and Country Planning (Development Management Procedure)	400	<ul style="list-style-type: none"> <li>The Bidding Entity sets out how the Solution shall reduce planning officer time on householder and other applications. Includes automation features, streamlined workflows, and target measurable time savings.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity explains how the Solution could reduce officer time but lacks detail on specific mechanisms or measurable outcomes. Limited detail of effectiveness.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity mentions time reduction in general terms without explaining how it will be achieved or quantified. No clear link to householder or other application types.</li> </ul>	<ul style="list-style-type: none"> <li>No commitment or explanation provided on how reducing planning officer time might occur.</li> </ul>

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Ref	Classification 1	Classification 2	Requirement	Maximum Word Count	Evaluation Criteria			
					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
			(England) Order 2015).					
C3	Business outcome	Efficiency gains	The Authority needs to enable <b>reallocation of resources</b> from simple or minor to complex or major planning applications.	300	<ul style="list-style-type: none"> <li>The Bidding Entity sets out a clear, detailed approach for realising benefits and reallocating resources to complex applications, including defined triggers, governance, prioritisation methods, and contingency planning to maintain service continuity.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity outlines a basic process for resource reallocation but lacks detail on triggers, prioritisation, or governance. Limited detail of how it shall be maintained.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity mentions resource reallocation in general terms without explaining how stakeholders will achieve this or it be managed.</li> </ul>	<ul style="list-style-type: none"> <li>No approach to resource reallocation is provided.</li> </ul>
C4	Business outcome	Quality/alignment	The Authority needs to produce quality planning decision recommendations aligned with policy	400	<ul style="list-style-type: none"> <li>The Bidding Entity sets out how the Solution shall consistently deliver accurate, relevant, and actionable recommendations supported by clear, logical reasoning. Includes validation methods, and assurance of transparency in decision-making.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides recommendations and some reasoning but lacks detail on quality assurance, validation, or clarity of logic.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity mentions recommendations but provides little or no explanation of reasoning or how quality is maintained.</li> </ul>	<ul style="list-style-type: none"> <li>No detailed recommendations or reasoning, or the response is irrelevant.</li> </ul>
C5	Business outcomes	Explainability	The Authority needs planning decision recommendations which are backed	300	<ul style="list-style-type: none"> <li>The Bidding Entity sets out how the Solution shall consistently provide clear, logical, and well-structured reasoning that is</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity confirms recommendations are backed by reasoning and can be</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity mentions reasoning but does not explain how it will be</li> </ul>	<ul style="list-style-type: none"> <li>No reasoning provided or no indication that the Solution recommendations</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
			by coherent reasoning which can be used to justify the decision to applicants		transparent and easily communicated to applicants.	shared with applicants, but provides limited detail on structure, clarity, or supporting detail.	coherent or suitable for applicant justification. Minimal or generic content.	can be justified to applicants.
C6	Business outcomes	Usability	The Authority needs planning officers to be confident in the Solution generated planning decisions	400	<ul style="list-style-type: none"> <li>The Bidding Entity sets out an approach to ensure planning officers are fully confident in using the tool, including comprehensive training, user support, onboarding resources, and ongoing engagement.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity outlines basic training and support measures but lacks detail on how confidence will be built or maintained. Limited detail of effectiveness.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity mentions training or support in general terms without explaining how it will lead to user confidence. No clear plan or examples.</li> </ul>	<ul style="list-style-type: none"> <li>No training or support measures provided, or the response fails to address the requirement.</li> </ul>
C7	Business outcome	Adoption	The Authority needs to the Solution to be taken up by LPAs and integrated into existing workflows with easy	300	<ul style="list-style-type: none"> <li>The proposed Solution provides a clear, detailed explanation of how onboarding will be simple and efficient, including intuitive setup, minimal disruption, comprehensive training, user support.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution outlines basic onboarding and integration steps but lacks detail on ease of use, workflow alignment, or support measures. Limited detail of effectiveness.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity mentions onboarding or integration in general terms without explaining how ease will be achieved or maintained. No clear plan or examples.</li> </ul>	<ul style="list-style-type: none"> <li>No explanation provided or the response fails to address onboarding and integration.</li> </ul>
C8	Business Outcome	Interoperability	The Authority needs to the	400	<ul style="list-style-type: none"> <li>The Bidding Entity sets out how the Solution can operate</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity outlines general</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity mentions</li> </ul>	<ul style="list-style-type: none"> <li>No explanation provided or the</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
			Solution to be interoperable with incumbent, emerging and frontier technologies.		interoperably across incumbent, emerging, and frontier technologies. Includes technical standards, APIs, integration protocols, modular architecture, and examples of multi-technology environments. Demonstrates scalability and future-proofing.	interoperability features but lacks detail on specific mechanisms, standards, or future-proofing. Limited detail of compatibility with diverse technologies.	interoperability in vague terms without explaining how it will be achieved or supported. No clear technical approach provided.	response fails to address interoperability.
C9	Business Outcome	Cost Effectiveness	The Authority is able to robustly monitor and evaluate planning decisions in order to demonstrate cost effectiveness and benefits realisation across a full national rollout to all 317 Local Planning Authorities (LPAs)	300	<ul style="list-style-type: none"> <li>The Bidding Entity provides a comprehensive, detailed approach for monitoring and evaluation, including clear methodologies, KPIs, data collection processes, and reporting mechanisms. Demonstrates how detail will quantify cost-effectiveness and benefits realisation, with a clear link to supporting a national rollout business case.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity outlines a monitoring and evaluation approach but lacks detail on how detail will demonstrate cost-effectiveness or benefits realisation. Limited explanation of how findings will support a national rollout.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity mentions monitoring or evaluation in general terms without explaining how it will produce robust detail or support the business case. No clear link to cost-effectiveness or benefits.</li> </ul>	<ul style="list-style-type: none"> <li>No monitoring or evaluation approach provided, or the response fails to address the requirement.</li> </ul>

### 9.6.5 Evaluation Weighting

The maximum score for the nine questions is 36pts. These points shall be spread across the 5% allocated of the 100% of the total score i.e.:

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$$\frac{\sum \text{points scored}}{(9 \times 4)} \times 5 = \text{evaluated score}$$

### 9.6.6 Evaluation Procedure

- The completed response proforma shall be circulated to evaluators.
- Evaluators shall read and analyses the Bidding Entity's response.
- Evaluators are required to conduct their evaluation and complete an evaluation workbook to record comments prior to selecting an appropriate score (3, 2, 1, or 0) and providing remarks to justify the chosen score.
- The evaluation output shall be returned to the moderator and kept secure.
- The evaluation team shall come together and discuss the merits of the response, or otherwise, according to their analysis and collectively determining a single moderated score which shall be recorded into a moderation workbook, with rationale, and the score applied to the final scoring matrix.
- In order differentiate the strongest Bidding Entity, all scores of a '3' shall be treated with the value of '4' in the final scoring matrix i.e. 4, 2, 1, 0 i.e.  $\times 1\frac{1}{3}$ .

### 9.6.7 Post Evaluation Next Step for Preferred Bidding Entity

- The score, any rational recorded, shall be used to elucidate the final text included in the final Contract to ensure to accurate positions are recorded in the Contract.
- The Requirements as set out above shall then be incorporated into Schedule 2 Specification of the Contract.
- The Bidding Entity's responses shall be incorporated into Schedule 4 Tender (Extracted from Bidding Entity Response).

## 9.7 Part D1 - Requirements – Functional

### 9.7.1 Introduction

This sets out the functional requirements which are the essential capabilities and behaviors the Solution must deliver to satisfy user and business objectives. They define what the system should do, and action-oriented, outlining the tasks, processes, and outputs the system must support. They are also user-focused, ensuring that the Solution aligns with what users need to

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accomplish in their workflows. Importantly, functional requirements are measurable, meaning they can be tested and verified to confirm that the system performs as intended.

### 9.7.2 Scope

The scope of functionality requirements for the APD Solution includes core capabilities such as data management, user interface design, and business logic to support operational needs. The Solution must provide secure authentication, role-based access control, and data protection measures. It should deliver high performance, scalability, and reliability, including backup and recovery processes. Interoperability with existing systems and compliance with relevant standards is essential. Usability and accessibility must ensure an intuitive experience for all users. The system should be maintainable, well-documented, and adhere to legal, regulatory, and industry requirements to guarantee robustness and future adaptability.

### 9.7.3 Instructions

Complete the relevant Requirements Responses Workbook and set out Bidding Entity response to the requirements detailing the intent of the Solution to be delivered.

### 9.7.4 Evaluation Criteria

Ref	Classification 1	Classification 2	Requirement	Maximum Word Count	Evaluation Criteria			
					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
D1.01	Adaptability	Application types	The Solution shall be flexible enough to go beyond the initial 'householder' (alteration to a single dwelling) application type and into further types within the 'other' category	300	<ul style="list-style-type: none"> <li>The proposed Solution provides a clear, detailed explanation of how the Solution will support expansion beyond householder applications into other categories. Includes technical flexibility, modular design, configuration options, and</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution confirms the Solution can handle other application types but lacks detail on how flexibility will be achieved or maintained. Limited</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution mentions flexibility in general terms without explaining how it will extend beyond householder applications. No clear technical or</li> </ul>	<ul style="list-style-type: none"> <li>No explanation provided or the response fails to address flexibility for other application types.</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
			(those not classified as Major or Minor).		adaptability for additional application types.	detail of scalability or adaptability.	operational approach.	
D1.02	Adaptability	LPAs	The Solution shall be able to adapt to different workflows across LPAs.	200	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and flexible Solution that can easily adapt to a wide range of workflows across LPAs. Includes clear examples, configurable features, and mechanisms for customisation without significant effort or cost. Shows strong detail of scalability and user-driven adaptability.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows a reasonable level of adaptability to different workflows with some configurable features. May require moderate effort or customisation for certain LPAs but provides credible solutions for most scenarios.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution provides limited adaptability. Customisation is possible but requires significant effort or technical intervention. Lacks clarity on how diverse workflows will be supported.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution fails to demonstrate any meaningful ability to adapt to different workflows or provides no relevant information.</li> </ul>
D1.03	Adaptability	LPAs	The Solution shall have the functionality to connect with LPA databases and document stores	300	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a robust and well-integrated Solution that can seamlessly connect with a wide range of LPA databases and document stores. Includes clear</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible functionality to connect with LPA databases and document stores, with some technical detail. May require</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution provides limited or generic information. Mentions connectivity but lacks clarity on technical approach,</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to connect with LPA databases and document stores or provides no relevant information.</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
					technical details, compatibility with and common standards (e.g., APIs). Shows strong security and data integrity measures.	moderate configuration or customisation but provides workable solutions for most scenarios.	compatibility, or security measures. No clear mention of supported technologies or standards.	
D1.04	Capability	Administrative	The Solution shall be capable of creating reports summarising decisions and their reasoning on behalf of planning officers.	300	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured capability to generate clear, accurate, and detailed reports summarising decisions and reasoning. Includes examples of automated report generation, customisable templates, and integration with relevant data sources. Shows strong detail of usability and compliance with planning standards.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible functionality to create decision reports with reasoning, including some detail on templates or automation. May require moderate manual input or lacks full clarity on integration and customisation.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions reporting capability but lacks detail on reasoning, automation, or compliance with planning requirements.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to create decision reports or provides no relevant information..</li> </ul>
D1.05	Capability	Analysis	The Solution shall leverage historical planning decisions to identify relevant precedents and incorporate into	300	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a sophisticated and well-structured capability to use historical planning decisions effectively.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible functionality to use historical decisions and incorporate</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions use of historical decisions but lacks detail on how precedents are</li> </ul>	<ul style="list-style-type: none"> <li>The Solution does not address historical decisions or precedents.</li> <li>Fails to demonstrate any meaningful</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
			the generation of a recommendation.		Includes clear details on how precedents are identified, relevance is assessed, and recommendations are generated. Shows strong detail of automation, accuracy, and compliance with planning standards	precedents into recommendations. Provides some detail on approach but lacks full clarity on automation, relevance assessment, or integration.	surfaced or applied in recommendation	ability to leverage historical planning decisions or provides no relevant information.
D1.06	Capability	Analytical	The Solution shall be capable of ingesting and analysing data derived from the 4 document types covered by the Digital Planning Improvement Fund (Article 4 directions, Conservation Areas, TPOs, Listed Buildings) and incorporate findings into recommendations.	400	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured capability to ingest and analyse all four document types accurately. Includes clear technical details on data processing, integration, and how findings are incorporated into recommendations. Shows strong detail of automation, scalability, and compliance with planning standards.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible functionality to ingest and analyse most document types and incorporate findings into recommendations. Provides some technical detail but lacks full clarity on automation or integration.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions ingestion or analysis but lacks detail on handling all four document types or applying findings to recommendation</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to ingest and analyse the specified document types or incorporate findings into recommendations.</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
D1.07	Capability	Analytical	The Solution shall be capable of accurately identifying relevant policies (national and local) and incorporate findings into recommendations.	250	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured capability to identify both national and local policies accurately. Includes clear details on how policies are sourced, interpreted, and integrated into recommendations. Shows strong detail of automation, accuracy, and compliance with planning standards.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible functionality to identify relevant policies and incorporate findings into recommendations. Provides some detail on approach but lacks full clarity on automation, integration, or handling of both national and local policies.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions policy identification but lacks detail on accuracy, scope, or how findings are applied in recommendation</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to identify relevant policies or incorporate findings into recommendations.</li> </ul>
D1.08	Capability	Analytical	The Solution shall be capable of reviewing material considerations and incorporate findings into recommendations.	300	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured capability to review material considerations accurately and integrate findings into recommendations. Includes clear details on how considerations are identified, assessed, and applied, supported by</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible functionality to review material considerations and incorporate findings into recommendations. Provides some detail on approach but lacks full clarity on automation,</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions reviewing material considerations but lacks detail on methodology, accuracy, or how findings influence recommendation</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to review material considerations or provides no relevant information.</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
					automation, compliance with planning standards, and examples of practical implementation.	integration, or handling of complex cases.		
D1.09	Capability	Explainability	The Solution shall clearly explain the reasoning and analysis behind recommendations and make available and legible to Planning Officers.	300	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured approach to providing clear, transparent reasoning and analysis behind recommendations. Includes detailed explanation of how reasoning is generated, presented in an accessible format, and integrated into the workflow for Planning Officers. Shows strong detail of usability, clarity, and compliance with planning standards.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible functionality to explain reasoning and analysis, with some detail on presentation and accessibility. May lack full clarity on integration or formatting but demonstrates a workable approach.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions reasoning or analysis but lacks detail on how it is generated, displayed, or made legible for Planning Officers.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to explain reasoning or provide legible outputs for Planning Officers.</li> </ul>
D1.10	Capability	Recommendations	The Solution shall be capable of providing a recommended outcome for planning	300	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured capability to generate accurate, detail-</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible functionality to provide recommendations</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions recommendation capability but lacks</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to provide recommendations or communicate them</li> </ul>

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			applications based on relevant planning documents and communicating it clearly to planning officers		based recommendations using relevant planning documents. Includes clear details on how recommendations are derived, validated, and communicated in an accessible format to planning officers. Shows strong detail of automation, transparency, and compliance with planning standards.	based on planning documents and communicate them clearly. Provides some detail on approach but lacks full clarity on validation, automation, or integration.	detail on how planning documents are used or how outputs are communicated to officers.	clearly to planning officers.
D1.11	Capability	Usability	The Solution will have a user interface which enables users to make informed decisions easily and quickly.	200	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a highly intuitive, user-friendly interface designed for efficiency and clarity. Includes clear details on usability features, accessibility compliance, and decision-support tools (e.g., dashboards, visualisations). Shows strong detail of testing, user feedback, and ability</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible functionality with a generally user-friendly interface and some decision-support features. May lack full clarity on accessibility, advanced usability features, or detail of user testing.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions a user interface but lacks detail on usability, accessibility, or how it supports informed decision-making.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to provide an effective user interface or offers no relevant information.</li> </ul>

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					to streamline decision-making.			
D1.12	Capability	Verification	The Solution shall provide verifiable citations for factual claims made in recommendations.	250	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured approach to providing verifiable citations for all factual claims. Includes clear details on citation sources, standards (e.g., official planning documents, legislation), and how citations are displayed to users. Shows strong detail of accuracy, transparency, and compliance with planning requirements.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible functionality to provide citations for most factual claims, with some detail on sources and presentation. May lack full clarity on verification processes or integration.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions citations but lacks detail on source reliability, verification, or how they are presented to users.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to provide verifiable citations or offers no relevant information.</li> </ul>
D1.13	Connectivity	Planning Data	The Solution shall connect with any open sources resources currently used in planning officer workflows (or those that may	300	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured approach to integrating with open-source resources. Includes</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible functionality to connect with open-source resources, with</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions connectivity but lacks detail on technical approach,</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to connect with open-source resources or</li> </ul>

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			aid solutions) i.e. planning data gov.uk or Site assessment tool.		clear technical details on connectivity (e.g., APIs, data standards), and how these resources will enhance functionality. Shows strong detail of scalability, security, and compliance.	some technical detail. May lack full clarity on integration processes or breadth of supported resources but demonstrates a workable approach.	compatibility, or how integration will benefit planning workflows.	provides no relevant information.
D1.14	Ethics	Bias	The Solution shall avoid bias in training data and model outputs	200	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured approach to identifying, mitigating, and monitoring bias in both training data and model outputs. Includes clear details on bias detection methods, fairness metrics, governance processes, and ongoing validation. Shows strong detail of compliance with ethical AI standards and transparency.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible measures to reduce bias in training data and outputs, with some detail on detection or mitigation strategies. May lack full clarity on monitoring processes or governance but demonstrates a workable approach.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions bias avoidance but lacks detail on methodology, validation, or how fairness is ensured in outputs.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to avoid bias or provides no relevant information.</li> </ul>

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D1.15	Ingestion	Data	The Solution shall extract and utilise where appropriate data from planning applications	300	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured capability to extract and utilise data from planning applications accurately and efficiently. Includes clear details on data extraction methods, integration into workflows, and how the data informs recommendations. Shows strong detail of automation, compliance with data standards, and practical examples.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible functionality to extract and use data from planning applications, with some detail on approach. May lack full clarity on automation, integration, or handling of complex data types but demonstrates a workable Solution.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions data extraction but lacks detail on methodology, accuracy, or how the data is applied in recommendations.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to extract or utilise data from planning applications or provides no relevant information.</li> </ul>
D1.16	Ingestion	Legacy Format	The Solution shall handle legacy format documents where necessary	300	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured capability to process and handle legacy document formats seamlessly. Includes clear details on supported formats, conversion methods, and integration</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible functionality to handle legacy formats, with some detail on approach and supported formats. May require moderate manual intervention or lacks</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions legacy document handling but lacks detail on supported formats, conversion processes, or usability.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to handle legacy format documents or provides no relevant information.</li> </ul>

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					into workflows. Shows strong detail of automation, accuracy, and minimal disruption to planning processes.	full clarity on automation and integration.		
D1.17	Integration	Existing back-office software	The Solution shall integrate with existing back-office software (including ingesting data produced by these systems where necessary) used by target LPAs (e.g. Idox, Arcus)	300	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured capability to integrate seamlessly with existing back-office systems such as Idox and Arcus. Includes clear technical details on integration methods (e.g., APIs, data exchange standards), and ability to ingest and process data efficiently. Shows strong detail of security, scalability, and minimal disruption to workflows.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible functionality to integrate with back-office systems, with some technical detail. May require moderate configuration or lacks full clarity on automation and data ingestion but demonstrates a workable approach.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions integration but lacks detail on supported systems, technical approach, or how data ingestion will be handled</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to integrate with existing back-office systems or provides no relevant information.</li> </ul>
D1.18	Integration	Modern digital planning tools	The Solution shall integrate with modern digital planning tools (including ingesting data produced by	300	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured capability to integrate seamlessly with modern digital planning</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible functionality to integrate with modern planning tools, with some</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions integration but lacks detail on supported tools, technical approach,</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to integrate with modern digital planning tools or</li> </ul>

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			these systems where necessary) used by target LPAs (e.g. PlanX, BOPs)		tools such as PlanX and BOPs. Includes clear technical details on integration methods (e.g., APIs, data exchange standards) and ability to ingest and process data efficiently. Shows strong detail of security, scalability, and minimal disruption to workflows.	technical detail. May require moderate configuration or lacks full clarity on automation and data ingestion but demonstrates a workable approach.	or how data ingestion will be handled.	provides no relevant information.
D1.19	Integrity	Edge cases	The Solution shall effectively manage unusual or complex applications that deviate from standard patterns.	400	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured capability to handle atypical or complex planning applications. It clearly explains how the system detects deviations from standard patterns (e.g., rule/ML anomaly detection), adapts workflows, and supports human-in-the-loop review with configurable escalation paths. Provides detailed methods for</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution presents credible functionality to manage complex or unusual applications, including detection and escalation to expert review. It outlines workable processes and some configuration options but lacks full detail on automation, auditability, or how reasoning and detail</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution provides limited or generic information. It references complex case handling but lacks clarity on how deviations are identified, how workflows adapt, or how recommendations are substantiated. Minimal detail on governance, audit, or human-in-the-loop mechanisms.</li> </ul>	<ul style="list-style-type: none"> <li>Cannot manage unusual or complex applications effectively.</li> <li>The proposed Solution fails to demonstrate any meaningful ability to manage unusual or complex applications or provides no relevant information.</li> </ul>

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					assembling relevant detail (policies, precedents, material considerations), generates transparent reasoning with audit trails, and offers customisable templates for complex cases. Shows strong detail of accuracy, robustness, and minimal disruption to officer workflows.	are compiled for non-standard cases.		
D1.20	Learning	Training	The Solution shall use AI/ML models or techniques (e.g., large language models, retrieval-augmented generation, computer vision, document classification)	300	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured approach to leveraging AI/ML techniques. Includes clear details on which models or methods will be used (e.g., LLMs, RAG, computer vision), their role in improving accuracy and efficiency, and how they integrate into workflows. Shows strong detail of explainability,</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible use of AI/ML techniques with some detail on implementation and benefits. May lack full clarity on integration, explainability, or validation but demonstrates a workable approach.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions AI/ML use but lacks detail on specific techniques, purpose, or how they enhance the Solution.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful use of AI/ML techniques or provides no relevant information.</li> </ul>

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					ethical compliance, and performance validation.			
D1.21	Learning	Training	The Solution shall provide training data if model training such as reinforcement learning or fine tuning is necessary	250	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a clear and comprehensive approach to leveraging provided training data for reinforcement learning or fine-tuning. Includes detailed methodology for secure data handling, model optimisation, and validation. Shows strong detail of compliance with data governance, ethical AI standards, and performance improvement strategies.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible plans for using provided training data for model optimisation, with some detail on approach and safeguards. May lack full clarity on validation processes or governance but demonstrates a workable Solution.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions use of training data but lacks detail on methodology, security, or how it will improve model performance.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to use provided training data for reinforcement learning or fine-tuning or provides no relevant information. Entirely static model with no retraining options.</li> </ul>
D1.22	Operation	Inferences	The Solution shall record the number of inferences per second it handled.	200	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured capability to accurately record and report inference performance metrics (e.g.,</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible plans for using provided training data for model optimisation, with some detail on</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions inference tracking but lacks detail on accuracy, reporting, or how data is used for</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to record inference performance or provides no relevant information.</li> </ul>

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					inferences per second). Includes clear details on how data is captured, stored, and presented, with real-time monitoring and historical reporting. Shows strong detail of reliability, transparency, and integration with performance dashboards.	approach and safeguards. May lack full clarity on validation processes or governance but demonstrates a workable Solution.	performance management.	
D1.23	Operation	Volume	The Solution shall automate processing of planning applications documents at scale	200	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured capability to automate document processing at scale. Includes clear details on automation methods (e.g., AI/ML, OCR, NLP), handling of large volumes efficiently, and integration into planning workflows. Shows strong detail of accuracy, speed, scalability, and compliance with data standards</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible functionality to automate document processing with some detail on approach and scalability. May lack full clarity on advanced automation techniques or integration but demonstrates a workable Solution.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions automation but lacks detail on methodology, scalability, or how it supports planning workflows.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to automate document processing or provides no relevant information.</li> </ul>

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D1.24	Precision	Anomalies	The Solution shall have tools for tracking and correcting anomalies.	250	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured approach to anomaly detection and correction. Includes clear details on automated monitoring, alerting mechanisms, and corrective workflows. Shows strong detail of advanced techniques (e.g., AI-driven anomaly detection), user-friendly dashboards, and robust audit trails for transparency and compliance.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible functionality for tracking anomalies and applying corrections, with some detail on processes and tools. May lack full clarity on automation, reporting, or integration but demonstrates a workable approach.</li> </ul>	<ul style="list-style-type: none"> <li>Provides only basic information. Provides limited or generic information. Mentions anomaly tracking or correction but lacks detail on methodology, automation, or how issues are resolved.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to track or correct anomalies or provides no relevant information.</li> </ul>
D1.25	Precision	Degradation	The Solution shall have tools for monitoring and correcting performance degradation.	300	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured approach to monitoring and correcting performance degradation. Includes automated performance tracking, alerting mechanisms, and corrective workflows.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible functionality for monitoring performance and applying corrections, with some detail on processes and tools. May lack full clarity on automation,</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions monitoring or correction but lacks detail on methodology, automation, or how issues are resolved.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to monitor or correct performance degradation or provides no relevant information.</li> </ul>

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					Shows strong detail of advanced techniques (e.g., predictive analytics, AI-driven monitoring), user-friendly dashboards, and robust audit trails for transparency and compliance.	predictive capabilities, or integration but demonstrates a workable approach.		
D1.26	Precision	F1 Score	The Solution shall report and optimise the F1-score <sup>5</sup> , the harmonic mean of precision and recall.	300	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured approach to reporting and optimising the F1-score. Includes clear details on how precision and recall are calculated, how F1-score is monitored, and how optimisation is achieved (e.g., threshold tuning, model retraining). Shows strong detail of automated reporting,</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible functionality to report and optimise F1-score, with some detail on calculation and improvement methods. May lack full clarity on automation or integration but demonstrates a workable approach.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions F1-score but lacks detail on calculation, reporting, or optimisation processes.</li> </ul>	<ul style="list-style-type: none"> <li>Does not report F1-score or related metrics.</li> <li>Fails to demonstrate any meaningful ability to report or optimise F1-score or provides no relevant information.</li> </ul>

<sup>5</sup> F1 score measures an AI model's accuracy by balancing precision and recall, providing a single metric for performance evaluation.

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					visual dashboards, and continuous performance improvement.			
D1.27	Precision	False positives	The Solution shall minimise false positives.	250	<ul style="list-style-type: none"> <li>The proposed Solution demonstrates a comprehensive and well-structured approach to minimising false positives. Includes clear details on techniques such as threshold optimisation, advanced model tuning, validation strategies, and continuous monitoring. Shows strong detail of performance metrics (e.g., precision, F1-score), automated alerts, and corrective workflows to maintain accuracy.</li> </ul>	<ul style="list-style-type: none"> <li>The proposed Solution shows credible measures to reduce false positives, with some detail on tuning or validation. May lack full clarity on monitoring processes or advanced optimisation but demonstrates a workable approach.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions minimising false positives but lacks detail on methodology, metrics, or corrective actions.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to demonstrate any meaningful ability to minimise false positives or provides no relevant information.</li> </ul>
D1.28	Explainability	Audit Trail	The Solution will log immutably everything from application received, each assessment step, officer review, final decision,	250	<ul style="list-style-type: none"> <li>The Solution provides comprehensive, immutable logging across all critical events. Every stage—application receipt, assessment steps, officer reviews, final decisions—is captured</li> </ul>	<ul style="list-style-type: none"> <li>The Solution offers basic logging capability, covering most key events but with some gaps. Logs include timestamps and major actions, though details such</li> </ul>	<ul style="list-style-type: none"> <li>The Solution shows minimal or unreliable logging. Only partial events are recorded, and immutability is weak or absent. Critical details (e.g., officer</li> </ul>	<ul style="list-style-type: none"> <li>The Solution fails to provide immutable logging. Events are not consistently recorded, logs can be altered, and there is no mechanism for traceability or</li> </ul>

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			timestamps, system versions, models, etc.		with precise timestamps, system versions, and model identifiers. Logs are tamper-proof, auditable, and stored securely, ensuring full traceability and compliance. The logging mechanism is well-documented and supports forensic analysis and accountability.	as system versions or model identifiers may be incomplete. Immutability is implemented but not fully guaranteed across all components. Documentation exists but lacks depth for advanced audit requirements.	reviews, model versions) are missing, and logs may be vulnerable to alteration. Documentation is incomplete, limiting auditability.	compliance. The design poses significant risk to transparency and accountability.
D1.29	Explainability	Decision Reasoning	The Solution will provide supporting information used to inform decision making, which should be recorded in a structured way. Input data, policy references, logic chain, confidence scores should all be easily accessible and explainable to non-experts.	400	<ul style="list-style-type: none"> <li>The Solution delivers comprehensive, structured, and transparent supporting information. All elements—input data, policy references, logic chain, and confidence scores—are captured in a consistent format and stored for easy retrieval. The presentation is clear, well-organised, and designed for non-experts, using plain language and visual aids where</li> </ul>	<ul style="list-style-type: none"> <li>The Solution provides basic supporting information, but with some limitations. Input data and policy references are recorded, and confidence scores are available, though the logic chain may be incomplete or inconsistently structured. Accessibility is</li> </ul>	<ul style="list-style-type: none"> <li>The Solution shows minimal or unclear provision of supporting information. Only partial data or references are recorded, and the logic chain is vague or missing. Confidence scores may be absent or poorly explained. Information is difficult to access or interpret, especially</li> </ul>	<ul style="list-style-type: none"> <li>The Solution fails to provide structured supporting information. Input data, policy references, logic chain, and confidence scores are missing or inaccessible. There is no effort to make reasoning explainable, leaving decisions opaque and non-compliant</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
					appropriate. Explanations are thorough, enabling full understanding of how decisions were reached.	reasonable, but explanations for non-experts lack clarity or depth. The approach is functional but not optimised for transparency.	for non-experts, reducing trust in the decision-making process.	with transparency requirements.
D1.30	Explainability	GDPR Article 15	The Solution will provide reports showing data used, how it influenced decision making, logic applied, consequences and be able to respond within 30 days.	200	<ul style="list-style-type: none"> <li>The Solution delivers comprehensive, structured reports within the 30-day timeframe. Reports clearly show all data used, explain how it influenced decision-making, detail the logic applied, and outline consequences of decisions. The format is clear, auditable, and accessible to non-experts, with supporting documentation and automated generation capabilities. Compliance with the 30-day response requirement is consistent and verifiable.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution provides basic reporting capability, meeting most requirements but with some limitations. Reports include data used and decision logic, though explanations of influence and consequences may lack depth or clarity. The 30-day response target is generally met but may require manual effort. Presentation is functional but not optimised for</li> </ul>	<ul style="list-style-type: none"> <li>The Solution shows minimal reporting capability. Reports are incomplete, missing key elements such as logic applied or consequences. The 30-day response target is often missed, and reports are difficult to interpret or require significant manual compilation. Transparency and compliance are weak.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution fails to provide required reports. Data, logic, and consequences are not documented, and the system cannot respond within 30 days. There is no mechanism for structured reporting, making the Solution non-compliant and unsuitable for operational use.</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
						transparency or usability.		
D1.31	Human Oversight	Escalation Rules	The Solution will escalate cases and prioritise low confidence assessments, guidance and areas of policy conflict.	300	<ul style="list-style-type: none"> <li>The Solution provides robust and automated escalation and prioritisation mechanisms. Low-confidence assessments, guidance needs, and policy conflicts are detected accurately and flagged immediately. Escalation workflows are clear, timely, and configurable, ensuring critical cases receive prompt attention. Prioritisation logic is transparent and documented, supporting efficient resource allocation and compliance.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution offers basic escalation and prioritisation capability, but with some limitations. Low-confidence cases and policy conflicts are identified, though detection may be inconsistent or require manual review. Escalation processes exist but lack automation or flexibility. Prioritisation is functional but not fully optimised for responsiveness.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution shows minimal or unreliable escalation and prioritisation. Low-confidence assessments and policy conflicts are rarely flagged or handled inconsistently. Escalation is manual and slow, and prioritisation lacks clear logic, reducing effectiveness and trust in the process.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution fails to provide escalation or prioritisation mechanisms. Low-confidence cases and policy conflicts are ignored, and there is no process for timely intervention. The design poses significant operational and compliance risks.</li> </ul>

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D1.32	Human Oversight	Final Decision Authority	The Solution will secure explicit officer approval signature before any decision published, prevent system from issuing decisions autonomously, maintain clear audit that officer made the final decision and reviewed the supporting information.	200	<ul style="list-style-type: none"> <li>The Solution enforces strict human oversight and accountability. Every decision requires explicit officer approval with a verifiable signature before publication. The system fully prevents autonomous decision issuance under all circumstances. A clear, immutable audit trail confirms that the officer reviewed all supporting information and made the final decision. The process is transparent, documented, and tested for compliance.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution provides basic controls for officer approval, but with some limitations. Approval signatures are required, though the process may lack automation or strong verification. Autonomous decision issuance is generally prevented, but edge cases may exist. Audit trails are present but not fully detailed or immutable. Compliance is functional but not optimised.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution shows minimal enforcement of officer approval. Signatures may be optional or inconsistently applied, and the system could issue decisions autonomously in some scenarios. Audit trails are incomplete or unreliable, reducing confidence in accountability.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution fails to enforce officer approval or prevent autonomous decisions. There is no mechanism for signatures, no safeguards against automated publishing, and no audit trail confirming officer review. The design poses serious compliance and governance risks.</li> </ul>
D1.33	Human Oversight	Override Capability	The Solution shall provide an interface to select alternative conclusions against autonomous recommendations	250	<ul style="list-style-type: none"> <li>The Solution offers a clear, user-friendly interface for overrides. Officers can easily select alternative conclusions, record their reasoning, and link supporting detail.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution provides basic override functionality, but with some limitations. Officers can select alternative</li> </ul>	<ul style="list-style-type: none"> <li>The Solution shows minimal override capability. Officers can override recommendations, but recording reasoning is optional</li> </ul>	<ul style="list-style-type: none"> <li>The Solution fails to provide override functionality. Officers cannot select alternative conclusions or record reasoning,</li> </ul>

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			and record decision making and reasoning. Track override rate and use overrides to improve the system.		Override actions are fully logged and auditable. The system tracks override rates, analyses patterns, and uses this feedback to continuously improve recommendation accuracy. Documentation and reporting on overrides are comprehensive and transparent.	conclusions and record reasoning, though the interface may lack usability or completeness. Override tracking exists but is not systematically used for system improvement. Reporting is available but lacks depth or automation.	or cumbersome. Tracking of override rates is inconsistent, and there is no clear process for using overrides to improve the system. Transparency and usability are weak.	and there is no mechanism for tracking or learning from overrides. The design undermines accountability and system improvement.

### 9.7.5 Evaluation Weighting

The maximum score for the 33 questions is 132pts. These points shall be spread across the 5% allocated of the 100% of the total score i.e.:

$$\frac{\sum \text{points scored}}{(33 \times 4)} \times 5 = \text{evaluated score}$$

### 9.7.6 Evaluation Procedure

- The completed response proforma shall be circulated to evaluators.
- Evaluators shall read and analyses the Bidding Entity's response.

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- c) Evaluators are required to conduct their evaluation and complete an evaluation workbook to record comments prior to selecting an appropriate score (3, 2, 1, or 0) and providing remarks to justify the chosen score.
- d) The evaluation output shall be returned to the moderator and kept secure.
- e) The evaluation team shall come together and discuss the merits of the response, or otherwise, according to their analysis and collectively determining a single moderated score which shall be recorded into a moderation workbook, with rationale, and the score applied to the final scoring matrix.
- f) In order to differentiate the strongest Bidding Entity, all scores of a '3' shall be treated with the value of '4' in the final scoring matrix i.e. 4, 2, 1, 0 i.e. x1⅓.

### 9.7.7 Post Evaluation Next Step for Preferred Bidding Entity

- a) The score, any rational recorded, shall be used to elucidate the final text included in the final Contract to ensure to accurate positions are recorded in the Contract.
- b) The Requirements as set out above shall then be incorporated into Schedule 2 Specification of the Contract.
- c) The Bidding Entity's responses shall be incorporated into Schedule 4 Tender (Extracted from Bidding Entity Response).

## 9.8 Part D2 - Requirements – Non-Functional

### 9.8.1 Introduction

The sections sets out how the non functional features of the APD Solution shall be evaluated.

### 9.8.2 Scope

The scope and purpose of non-functional requirements are to define the qualities and constraints that ensure the APD Solution operates effectively beyond its core functionality. These requirements cover performance, scalability, and reliability to guarantee consistent service under varying loads. Security and compliance ensure data protection and adherence to legal and regulatory standards. Usability and accessibility promote an intuitive experience for all users, while maintainability and supportability enable efficient updates and long-term sustainability. Interoperability ensures seamless integration with existing systems. Collectively, these requirements safeguard quality, resilience, and future adaptability, ensuring the Solution meets organisational and stakeholder expectations.

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### 9.8.3 Instructions

Complete the relevant Requirements Responses Workbook and set out Bidding Entity response to the requirements detailing the intent of the Solution to be delivered.

### 9.8.4 Evaluation Criteria

Ref	Classification 1	Classification 2	Requirement	Maximum Word Count	Evaluation Criteria			
					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
D2.01	Adaptability	Extensibility	The Solution shall be easily extensible and built in a modular fashion.	200	<ul style="list-style-type: none"> <li>The Solution is highly modular and designed for extensibility. Components are clearly separated with well-defined interfaces, enabling new features or integrations to be added without disrupting existing functionality. Documentation supports easy extension, and the architecture demonstrates scalability and adaptability to future needs.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution shows basic modularity and some potential for extensibility, but with limitations. Components are somewhat distinct, and extensions are possible, though they may require moderate effort or adjustments to existing code. Documentation is present but lacks detail for seamless integration.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution exhibits minimal modularity and limited extensibility. Components are tightly coupled, making changes or additions difficult and risky. There is little or no guidance for extending functionality, and the architecture does not support future growth effectively.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution is not modular and cannot be easily extended. Components are monolithic, with no clear separation or interfaces. Adding new features would require significant redesign, making the Solution unsuitable for evolving requirements.</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
D2.02	Adaptability	LLM	The Solution shall be LLM agnostic and be interchangeable if necessary	250	<ul style="list-style-type: none"> <li>The Bidding Entity provides clear evidence that the solution is fully LLM-agnostic, with documented architecture and interfaces that allow seamless integration of different language models without significant redevelopment. The submission includes examples or demonstrations of successful interchangeability and outlines a robust approach for maintaining compatibility in future updates.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity demonstrates that the solution can support more than one LLM and provides a credible explanation of how interchangeability would be achieved, though some dependencies or limitations are noted. The approach is practical but lacks full detail or proven examples.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity claims LLM-agnostic capability but provides minimal evidence or explanation. Interchangeability appears possible only with significant effort or customisation, and the submission lacks clarity on how this would be managed.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to demonstrate LLM-agnostic capability or interchangeability, or the solution is clearly tied to a single LLM with no viable path for substitution.</li> </ul>
D2.03	Adaptability	Integrate	The Solution shall be straightforward to integrate with existing and future planning technologies.	250	<ul style="list-style-type: none"> <li>The Solution is highly interoperable and designed for seamless integration. It supports standard APIs, data formats, and protocols commonly used in planning technologies. Integration with existing systems is straightforward, requiring minimal configuration, and the architecture anticipates future technologies through</li> </ul>	<ul style="list-style-type: none"> <li>The Solution offers basic integration capability, but with some limitations. It can connect to existing planning technologies using standard methods, though additional effort or customisation may be needed. Future integration is possible but not fully optimised. Documentation exists but</li> </ul>	<ul style="list-style-type: none"> <li>The Solution shows limited ability to integrate with planning technologies. It relies on proprietary or rigid approaches, making integration difficult and time-consuming. Support for future technologies is unclear, and documentation is</li> </ul>	<ul style="list-style-type: none"> <li>The Solution cannot be integrated with existing or future planning technologies. It lacks interoperability features, uses closed or incompatible systems, and</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
					flexible, well-documented interfaces. Clear guidance and tools for integration are provided.	may lack detail for complex scenarios.	minimal or incomplete.	provides no guidance for integration, making it unsuitable for collaborative or evolving environments.
D2.04	Availability	AI Provider Resilience	The Solution will have configurable models, with automatic failover to secondary and tertiary model providers. Include response time monitoring and ability to auto switch to maintain service and response times.	250	<ul style="list-style-type: none"> <li>The Solution provides fully configurable models with robust failover capability. It supports seamless automatic switching between primary, secondary, and tertiary providers without service disruption. Response time monitoring is continuous and precise, with clear thresholds and automated triggers for failover. The mechanism ensures resilience, high availability, and consistent performance under varying conditions.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution offers basic configurability and failover, but with limitations. Switching between providers is possible, though it may require manual intervention or cause minor delays. Response time monitoring exists but is not fully integrated with automated failover. The approach provides some resilience but does not guarantee optimal service continuity.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution shows minimal support for configurability or failover. Models can be configured, but switching between providers is manual and cumbersome. Response time monitoring is limited or disconnected from failover processes, making service continuity unreliable.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution lacks configurability and failover capability. There is no mechanism for switching providers, no response time monitoring, and no safeguards to maintain service levels. The architecture is fragile and unsuitable for operational reliability.</li> </ul>

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D2.05	Availability	Database Resilience	The Solution will deploy a primary database with synchronous replica, automatic failover in <30 seconds, regular backups, corruption detection, read replicas for reporting and connection pooling to handle load.	200	<ul style="list-style-type: none"> <li>The Solution implements a fully resilient and high-performance database architecture. It includes a primary database with synchronous replication, automatic failover within 30 seconds, and robust corruption detection. Regular backups are scheduled and verified, read replicas are available for reporting, and connection pooling is optimised to handle peak loads. The design ensures high availability, data integrity, and scalability.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution provides basic resilience and performance features, but with limitations. A primary database and replica exist, and failover is possible, though it may exceed 30 seconds or require manual intervention. Backups and corruption detection are implemented but lack automation or verification. Read replicas and connection pooling are present but not fully optimised.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution shows minimal resilience or performance capability. Replication and failover are either absent or unreliable, backups are infrequent or manual, and corruption detection is limited. Read replicas and connection pooling are missing or poorly configured, making the system vulnerable to downtime and performance issues.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution fails to meet core database resilience and performance requirements. There is no synchronous replication, failover mechanism, or corruption detection. Backups are absent or inadequate, and the architecture cannot support reporting or load management. The design is unsuitable for production use.</li> </ul>
D2.06	Availability	Disaster Recovery	The Solution shall be capable of automated backups at regular intervals, point in time	200	<ul style="list-style-type: none"> <li>The Solution delivers fully automated and reliable backup and recovery capabilities. Backups occur at</li> </ul>	<ul style="list-style-type: none"> <li>The Solution provides basic backup and recovery functionality, but with some</li> </ul>	<ul style="list-style-type: none"> <li>The Solution shows minimal or unreliable backup and recovery capability. Backups</li> </ul>	<ul style="list-style-type: none"> <li>The Solution fails to incorporate automated</li> </ul>

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			recovery capability, with 2 hours recovery time objective and 15 minute recovery point objective as targets. Provide documented recovery procedures as part of the run book		regular, documented intervals, and point-in-time recovery is supported. Recovery procedures are clearly documented in the run book and tested for accuracy. The system consistently meets or exceeds the targets of 2-hour RTO and 15-minute RPO, ensuring minimal data loss and rapid restoration. The approach demonstrates strong resilience and operational readiness.	limitations. Automated backups are implemented, and point-in-time recovery is possible, though meeting the 2-hour RTO and 15-minute RPO may require manual intervention or is not guaranteed. Recovery documentation exists in the run book but lacks detail or completeness. Overall, the capability is functional but not fully optimised.	may be manual or irregular, and point-in-time recovery is limited or unclear. Recovery objectives (RTO/RPO) are not met, and documentation in the run book is incomplete or absent. The approach poses significant risk to data integrity and service continuity.	backups or recovery procedures. There is no point-in-time recovery capability, and RTO/RPO targets are ignored. Documentation is missing from the run book, and the system cannot ensure data protection or timely restoration, making it unsuitable for production use.
D.2.07	Availability	Graceful Degradation	The Solution shall enable fallback modes: manual workflow if AI unavailable, caching of policy data if database is down, local document storage if cloud is unavailable, officers can	200	<ul style="list-style-type: none"> <li>The Solution provides comprehensive and well-designed fallback mechanisms. Manual workflows are fully supported when AI is unavailable, policy data is</li> </ul>	<ul style="list-style-type: none"> <li>The Solution offers basic fallback capability, but with limitations. Manual workflows and some caching or local storage options exist, though they may require manual</li> </ul>	<ul style="list-style-type: none"> <li>The Solution shows minimal fallback support. Manual workflows are incomplete or cumbersome, caching and local storage are</li> </ul>	<ul style="list-style-type: none"> <li>The Solution fails to provide fallback modes. There is no mechanism for manual workflows,</li> </ul>

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			continue to process applications. Systems provide automatic retry when services are restored.		cached for continuity during database outages, and local document storage ensures functionality if cloud services fail. Officers can continue processing applications without disruption. Automatic retry processes are implemented and tested, ensuring seamless recovery when services are restored. Documentation clearly explains fallback procedures.	intervention or lack full coverage. Officers can continue work, but with reduced efficiency. Automatic retry is present but not fully reliable or optimised. Documentation is available but lacks detail.	limited, and officers face significant disruption during outages. Automatic retry is absent or unreliable, and documentation is incomplete or unclear.	caching, or local storage, and officers cannot continue processing applications during outages. Automatic retry is missing, and the system is highly vulnerable to service interruptions.
D2.08	Availability	Reliability	The Solution will be robust, providing regional redundancy, and mechanisms for wider system resilience.	200	<ul style="list-style-type: none"> <li>The Solution demonstrates high robustness and resilience. Regional redundancy is fully implemented, ensuring failover across multiple geographic zones without service disruption. Wider system resilience mechanisms (e.g., load balancing, disaster recovery, fault tolerance) are integrated and tested. The architecture supports</li> </ul>	<ul style="list-style-type: none"> <li>The Solution provides basic regional redundancy and resilience, but with limitations. Failover capability exists, though it may involve manual intervention or limited coverage. Wider resilience mechanisms are present but not fully optimised or tested. Documentation is</li> </ul>	<ul style="list-style-type: none"> <li>The Solution shows minimal resilience features. Regional redundancy is partial or unreliable, and wider resilience mechanisms are weak or absent. Failover processes are unclear or manual, leaving the system vulnerable to outages. Documentation is</li> </ul>	<ul style="list-style-type: none"> <li>The Solution fails to provide regional redundancy or resilience mechanisms. There is no strategy for failover or continuity, making the system highly susceptible to regional or</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
					continuity under extreme conditions, with clear documentation and monitoring to maintain reliability.	available but lacks depth for complex scenarios.	incomplete or missing key details.	systemic failures. No documentation or mitigation measures are in place.
D2.09	Availability	Uptime Targets	The Solution shall capable of achieving 99.5% uptime, be on redundant infrastructure, provide automatic failover, provide health monitoring with alerts, maintain a maximum 2-hour unplanned downtime per incident and planned maintenance will be held outside of working hours (8am-6pm Mon-Fri)	300	<ul style="list-style-type: none"> <li>The Solution demonstrates high availability and robust operational resilience. It consistently achieves 99.5% uptime, operates on redundant infrastructure, and provides seamless automatic failover. Health monitoring is continuous, with proactive alerts for anomalies. Unplanned downtime never exceeds 2 hours per incident, and planned maintenance is reliably scheduled outside working hours (8am–6pm Mon–Fri). Documentation, including the run book, and monitoring dashboards confirm compliance with these standards.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution meets basic availability and resilience requirements, but with some limitations. Uptime approaches 99.5%, though occasional deviations occur. Redundant infrastructure and failover exist but may require manual intervention or cause minor delays. Health monitoring and alerts are present but not fully optimised. Planned maintenance is generally outside working hours, though exceptions may occur. Unplanned downtime may occasionally exceed 2 hours.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution shows minimal capability to meet availability and resilience targets. Uptime is significantly below 99.5%, failover is unreliable or manual, and health monitoring is limited or reactive. Planned maintenance sometimes disrupts working hours, and unplanned downtime frequently exceeds 2 hours. The approach poses operational risk.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution fails to meet core availability and resilience requirements. There is no redundant infrastructure, failover mechanism, or health monitoring. Uptime is far below 99.5%, downtime is uncontrolled, and maintenance disrupts business operations. The design is</li> </ul>

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								unsuitable for production use.
D2.10	Data Protection	Data Security	The Solution will use strong encryption at rest, in transit and support RBAC (with MFA) for data access.	300	<ul style="list-style-type: none"> <li>The Solution implements industry-standard strong encryption for all data at rest and in transit (e.g., AES-256, TLS 1.2/1.3). Role-Based Access Control (RBAC) is fully enforced, with granular permissions and Multi-Factor Authentication (MFA) for all sensitive operations. Security measures are documented, tested, and compliant with recognised standards (e.g., ISO 27001, NCSC guidance). The approach ensures robust protection against unauthorised access.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution provides basic encryption and access control, but with some limitations. Encryption is applied at rest and in transit, though algorithms or configurations may not meet the highest standards. RBAC is implemented but lacks fine-grained controls, and MFA is available but not consistently enforced. Documentation exists but is limited in detail.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution shows minimal security measures. Encryption is partial or outdated, RBAC is weak or inconsistently applied, and MFA is optional or absent for critical operations. Documentation is incomplete, leaving gaps in assurance of data protection.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution fails to provide strong encryption or access control. Data at rest or in transit is unprotected or uses insecure methods, RBAC is missing, and MFA is not supported. The design poses significant risk to confidentiality and compliance.</li> </ul>
D2.11	Data Protection	GDPR Compliance	The Solution will implement data minimisation where required, appropriate retention windows and	300	<ul style="list-style-type: none"> <li>The Solution demonstrates full compliance with data protection principles. Data minimisation is systematically applied,</li> </ul>	<ul style="list-style-type: none"> <li>The Solution provides basic compliance with data minimisation and retention requirements, but with some gaps. Data</li> </ul>	<ul style="list-style-type: none"> <li>The Solution shows minimal attention to data protection principles. Data minimisation is</li> </ul>	<ul style="list-style-type: none"> <li>The Solution fails to implement data minimisation, retention</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
			maintain data subject rights.		ensuring only necessary data is collected and processed. Retention windows are clearly defined, enforced, and documented in line with legal and organisational requirements. Mechanisms to uphold data subject rights (e.g., access, rectification, erasure, portability) are robust, user-friendly, and auditable. The approach aligns with GDPR and other relevant standards.	minimisation is applied in most cases, and retention windows exist but may lack automation or consistent enforcement. Processes for data subject rights are available but not fully streamlined or documented. Compliance is functional but not optimised.	inconsistent, retention windows are unclear or unenforced, and mechanisms for data subject rights are incomplete or difficult to use. The approach poses compliance risks and lacks transparency.	controls, or data subject rights. There are no clear policies or mechanisms, leaving the system non-compliant and exposing significant legal and operational risks.
D2.12	Data Protection	Third-party Processing	The Solution will ensure data processing agreements signed, with no training on application data, UK/EEA based data residency, ability to delete any / all data.	200	<ul style="list-style-type: none"> <li>The Solution demonstrates full compliance with contractual and regulatory requirements. Data processing agreements (DPAs) are signed and documented. The system guarantees no training on application data, enforces UK/EEA-based data residency, and provides a clear, auditable mechanism to delete any or all data upon request. Processes are</li> </ul>	<ul style="list-style-type: none"> <li>The Solution meets basic compliance requirements, but with some limitations. DPAs are signed, and UK/EEA data residency is generally maintained, though enforcement may lack automation or monitoring. No training on application data is stated but not fully verifiable. Data deletion capability exists but may</li> </ul>	<ul style="list-style-type: none"> <li>The Solution shows minimal compliance. DPAs may be incomplete or missing, data residency is unclear or inconsistent, and there is no assurance that application data is excluded from training. Data deletion is possible but cumbersome or unreliable, posing</li> </ul>	<ul style="list-style-type: none"> <li>The Solution fails to meet core compliance requirements. DPAs are not signed, data residency is outside UK/EEA, application data may be used for training, and there is no mechanism to delete data. The</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
					transparent, tested, and aligned with GDPR and organisational standards.	require manual intervention or lacks clear audit trails	compliance and operational risks.	design is non-compliant and unsuitable for deployment.
D2.12	Deployment	Scaling	The Solution shall be capable of scaling from 12 pilot LPAs to 300+ LPAs nationally, without any required architectural changes.	200	<ul style="list-style-type: none"> <li>The Solution demonstrates true scalability and architectural robustness. It can expand seamlessly from 12 pilot Local Planning Authorities (LPAs) to 300+ LPAs nationally without any architectural changes. Performance, reliability, and security remain consistent at scale, and the design anticipates increased data volumes, user concurrency, and integration complexity. Documentation confirms scalability testing and capacity planning.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution offers basic scalability, but with some limitations. It can support growth to 300+ LPAs, though minor configuration adjustments or resource tuning may be required. Architectural changes are not needed, but performance or efficiency may degrade under heavy load. Scalability is functional but not fully optimised.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution shows limited scalability. Expansion beyond the pilot phase requires significant manual intervention or compromises performance. Architectural adjustments may be necessary to handle 300+ LPAs, indicating the design is not inherently scalable.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution cannot scale effectively. Growth beyond the initial pilot would require major architectural redesign or reimplementati on, making it unsuitable for national deployment.</li> </ul>
D2.13	Infrastructure	Hosting	The Solution shall be infrastructure agnostic and be hostable on Cloud, on-premise, or hybrid infrastructure	200	<ul style="list-style-type: none"> <li>The Solution is fully infrastructure agnostic, supporting deployment on cloud, on-premise, and hybrid environments without architectural changes. It offers flexible configuration</li> </ul>	<ul style="list-style-type: none"> <li>The Solution provides basic multi-environment support, but with some limitations. It can run on cloud and on-premise setups, though hybrid deployment may require</li> </ul>	<ul style="list-style-type: none"> <li>The Solution shows minimal infrastructure flexibility. It supports only one environment natively (e.g., cloud), with significant effort or architectural</li> </ul>	<ul style="list-style-type: none"> <li>The Solution fails to meet infrastructure agnosticism requirements. It is locked to a single</li> </ul>

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					options, clear documentation, and tested compatibility across major platforms. Integration and migration between environments are seamless, ensuring scalability and resilience.	additional configuration or manual steps. Documentation exists but lacks depth for complex scenarios. Compatibility is functional but not optimised.	changes needed for others. Hybrid deployment is impractical or unsupported. Documentation is incomplete, making implementation difficult.	environment, with no capability for cloud, on-premise, or hybrid hosting. The design is rigid and unsuitable for diverse deployment needs.
D2.14	Management	Releases	The Solution shall be released into production by defined releases in order to track models and datasets in accordance with industry best practice.	200	<ul style="list-style-type: none"> <li>The Solution fully adheres to industry best practice for release management. All models and datasets are deployed through well-defined, documented release cycles, ensuring traceability, version control, and auditability. Releases are consistently planned, communicated, and executed without deviation, with robust governance and automated processes in place to minimise risk and maximise reliability.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution meets the basic requirement for defined releases but with limited sophistication. Models and datasets are released in a structured manner, but documentation or tracking may be incomplete or inconsistent. While traceability exists, it may rely on manual processes or lack full alignment with recognised best practices. Governance is</li> </ul>	<ul style="list-style-type: none"> <li>The Solution demonstrates minimal compliance with the requirement. Releases occur, but they are ad hoc or poorly controlled, with little detail of formal planning or documentation. Tracking of models and datasets is unreliable, and processes do not reflect industry best practice. Risks of</li> </ul>	<ul style="list-style-type: none"> <li>The Solution fails to meet the requirement. There is no defined release process, and models or datasets are deployed without structure or traceability. No documentation, version control, or governance is evident,</li> </ul>

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						present but not comprehensive.	errors or misalignment are high due to weak governance.	resulting in significant operational and compliance risks.
D2.15	Performance	Response	<p>The Solution User Interface shall</p> <ul style="list-style-type: none"> <li>Be clear, simple, and consistent to minimize cognitive load;</li> <li>Incorporate intuitive layout, with logical navigation and a strong visual hierarchy;</li> <li>Design patterns (typography, colour schemes, icons) shall remain consistent throughout;</li> <li>Incorporate a responsive interface which must be responsive across devices and include accessibility features such as: <ul style="list-style-type: none"> <li>Adjustable text;</li> </ul> </li> </ul>	300	<ul style="list-style-type: none"> <li>The Solution delivers a highly intuitive, user-centred interface that is clear, simple, and consistent across all screens. Navigation is logical, with a strong visual hierarchy and predictable layouts. Design patterns: typography, colour schemes, and icons, are applied consistently, enhancing usability and aesthetic appeal without compromising functionality. The interface is fully responsive across devices and meets recognised accessibility standards, including adjustable text and compatibility with assistive technologies. Feedback mechanisms such as status indicators and error</li> </ul>	<ul style="list-style-type: none"> <li>The interface is generally clear and functional, with some consistency in design patterns and navigation. Visual hierarchy and responsiveness are acceptable but may lack refinement. Accessibility features are present but limited, and feedback mechanisms are basic. While usability is reasonable, some elements may feel cluttered or unintuitive, and error recovery options are minimal. The design meets core requirements but does not fully optimise for cognitive load or user-centred principles.</li> </ul>	<ul style="list-style-type: none"> <li>The interface is difficult to navigate, with inconsistent layouts and design patterns. Visual hierarchy is weak, and responsiveness across devices is unreliable. Accessibility features are largely absent, and feedback mechanisms are unclear or missing. Cognitive load is high due to cluttered screens or illogical navigation. Error prevention and recovery are inadequate, and functionality is compromised by poor design choices.</li> </ul>	<ul style="list-style-type: none"> <li>The interface fails to meet basic usability standards. Navigation is confusing, design patterns are inconsistent, and responsiveness is absent. Accessibility is not considered, and feedback mechanisms are missing. The design does not anticipate user behaviour, leading to frequent errors and no recovery options.</li> </ul>

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			<ul style="list-style-type: none"> <li>Compatibility with assistive technologies;</li> <li>Incorporate feedback mechanisms (status indicators, error messages) shall keep users informed;</li> <li>Anticipate user behaviour, minimize errors, and provide easy recovery options;</li> <li>Aesthetic appeal but not at the expense of functionality; and</li> <li>Comply with user-centred design principles.</li> </ul>		messages are clear, timely, and actionable. The design anticipates user behaviour, minimises errors, and provides easy recovery options. All elements serve a clear purpose, supporting efficiency and reducing cognitive load.			Functionality is severely impaired, and the interface does not support user-centred principles.
D2.16	Scalability	Capacity	The Solution shall process up to 5000 applications per day with clear performance characteristics.	200	<ul style="list-style-type: none"> <li>The Solution consistently processes up to 5,000 applications per day with clear, documented performance benchmarks. It demonstrates predictable throughput and latency under peak load, supported by robust monitoring and reporting. Performance</li> </ul>	<ul style="list-style-type: none"> <li>The Solution can process up to 5,000 applications per day but with limited clarity on performance metrics. While basic throughput is achieved, documentation of performance characteristics is incomplete or lacks</li> </ul>	<ul style="list-style-type: none"> <li>The Solution struggles to meet the 5,000 applications per day requirement reliably. Performance characteristics are unclear or undocumented, and there is little detail of monitoring or testing.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution cannot process 5,000 applications per day. Performance is unpredictable, undocumented, and fails to meet</li> </ul>

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					characteristics are transparent, validated through stress and scalability testing, and aligned with industry best practice. There is detail of capacity planning and resilience measures to maintain service quality.	detail. Monitoring exists but may not be comprehensive, and scalability testing is minimal. Performance under peak load is acceptable but not optimised.	Throughput may degrade significantly under peak conditions, leading to delays or failures. No clear plan for scaling or resilience is evident.	operational needs. There is no detail of monitoring, testing, or capacity planning, resulting in unacceptable risk and service failure.
D2.17	Scalability	Loading	The Solution shall have the ability to handle spikes of increased data or user load.	200	<ul style="list-style-type: none"> <li>The Solution demonstrates robust capability to handle sudden spikes in data volume or user load without degradation in performance. It includes automated scaling mechanisms, load balancing, and resilience strategies that maintain service continuity. Performance under stress is validated through documented testing, with clear metrics and contingency plans. Monitoring and alerting systems are in place to proactively manage surges.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution can manage moderate spikes in data or user load but with limitations. Scaling may require manual intervention, and performance may degrade slightly under peak conditions. Documentation of stress testing and performance metrics exists but is basic. Monitoring is present but lacks advanced predictive or automated features.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution has minimal ability to handle spikes. Performance deteriorates significantly under increased load, and there is little detail of scaling or resilience measures. Stress testing is absent or incomplete, and monitoring is insufficient to manage surges effectively.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution cannot handle spikes in data or user load. Increased demand leads to failures, downtime, or severe performance issues. No scaling, resilience, or monitoring mechanisms are evident, posing</li> </ul>

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								high operational risk.
D2.18	Security	Access	The Solution shall be accessed through role-based access control and provide integration through common authentication, and authorisation patterns.	250	<ul style="list-style-type: none"> <li>The Solution fully implements role-based access control (RBAC) with granular permissions aligned to organisational roles. It integrates seamlessly with common authentication and authorisation patterns (e.g., SSO, OAuth, OpenID Connect), ensuring secure and consistent user access. Documentation is comprehensive, and security measures are validated through testing. The approach supports scalability, auditability, and compliance with recognised standards.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution provides basic RBAC functionality and supports integration with standard authentication and authorisation methods, but with limited flexibility or depth. Role definitions may be coarse-grained, and integration requires some manual configuration. Documentation exists but lacks detail on security controls or compliance. Audit capabilities are present but minimal.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution offers minimal RBAC or relies on hard-coded permissions. Integration with authentication and authorisation patterns is weak or incomplete, requiring significant customisation. Security controls are unclear or undocumented, and auditability is limited. Risk of misconfiguration or non-compliance is high.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution does not provide RBAC or integration with common authentication and authorisation patterns. Access control is unmanaged or insecure, with no detail of compliance or audit capability. This poses severe security and operational risks.</li> </ul>
D2.19	Security	Controls	The Solution shall include appropriate security controls (e.g., encryption, access control, authentication).	250	<ul style="list-style-type: none"> <li>The Solution implements comprehensive security controls aligned with recognised best practice.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution provides basic security controls, including encryption and authentication, but with</li> </ul>	<ul style="list-style-type: none"> <li>The Solution offers minimal security measures. Encryption may be partial or</li> </ul>	<ul style="list-style-type: none"> <li>The Solution fails to provide appropriate security</li> </ul>

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					Encryption is applied to data at rest and in transit using modern standards (e.g., AES-256, TLS 1.2+). Access control is robust and role-based, complemented by strong authentication mechanisms such as multi-factor authentication and federated identity. Security measures are fully documented, tested, and auditable, with detail of compliance to relevant frameworks (e.g., ISO 27001, NCSC guidance). Continuous monitoring and proactive vulnerability management are in place.	limited depth or flexibility. Access control is present but may lack granular role management or advanced features. Documentation exists but is incomplete, and testing or compliance detail is minimal. Controls meet baseline requirements but do not demonstrate advanced resilience or best practice alignment.	outdated, and access control is weak or hard-coded. Authentication mechanisms are basic and lack multi-factor options. Documentation and testing are absent or insufficient, creating significant risk of non-compliance and vulnerability.	controls. Encryption, access control, and authentication are missing or ineffective, leaving data and systems exposed to severe security threats. No detail of compliance, documentation, or testing is provided.
D2.20	Security	Audit	The Solution shall include logging and audit trails of all user access and their interactions with the tool.	250	<ul style="list-style-type: none"> <li>The Solution provides comprehensive logging and audit trails for all user access and interactions. Logs capture detailed information such as user identity, timestamps, actions performed, and outcomes. Audit trails are immutable,</li> </ul>	<ul style="list-style-type: none"> <li>The Solution includes basic logging and audit capabilities that record user access and key interactions. Logs are retrievable but may lack granularity or advanced features such as real-time alerts or integration with</li> </ul>	<ul style="list-style-type: none"> <li>The Solution provides minimal logging, capturing only partial or inconsistent user activity. Audit trails are incomplete, difficult to retrieve, or lack integrity controls. There is no integration</li> </ul>	<ul style="list-style-type: none"> <li>The Solution does not provide logging or audit trails for user access or interactions. There is no mechanism for tracking activity,</li> </ul>

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					securely stored, and easily retrievable for compliance and forensic purposes. The system supports real-time monitoring, alerting for suspicious activity, and integrates with enterprise SIEM tools. Documentation is complete, and controls align with recognised standards (e.g., ISO 27001, NCSC guidance).	monitoring tools. Storage and security of logs are acceptable but not fully aligned with best practice. Documentation exists but is limited.	with monitoring systems, and documentation is absent or insufficient. Compliance and security risks are evident.	leaving the system vulnerable to misuse and non-compliance.
D2.21	Security	Cyber attacks	The Solution shall be protected from adversarial attacks and employ common security best practices throughout development and in production.	250	<ul style="list-style-type: none"> <li>The Solution is designed and maintained with robust security measures to prevent adversarial attacks. It employs recognised best practices throughout development and production, including secure coding standards, threat modelling, vulnerability scanning, and penetration testing. Controls such as input validation, rate limiting, and anomaly detection are implemented to mitigate common attack</li> </ul>	<ul style="list-style-type: none"> <li>The Solution incorporates basic security practices during development and production, such as secure coding guidelines and periodic vulnerability checks. Measures to prevent adversarial attacks exist but are limited in scope or depth. Testing and monitoring are present but not continuous, and documentation is partial. While the Solution meets minimum security</li> </ul>	<ul style="list-style-type: none"> <li>The Solution demonstrates minimal attention to security best practices. Development processes do not consistently apply secure coding standards, and adversarial attack prevention is weak or absent. Testing is infrequent or incomplete, and monitoring is inadequate.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution fails to address adversarial attacks or implement security best practices. There is no detail of secure development processes, testing, or monitoring. The system is highly vulnerable, posing severe</li> </ul>

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					vectors (e.g., injection, data poisoning, model evasion). Continuous monitoring and patch management are in place, supported by comprehensive documentation and compliance with relevant security frameworks.	expectations, it lacks advanced resilience or proactive threat mitigation.	Documentation is missing or insufficient, leaving significant risk exposure.	operational and compliance risks.
D2.22	Testability	Environments	The Solution shall include simulation environments for the safe testing of AI behaviour.	250	<ul style="list-style-type: none"> <li>The Solution provides a fully featured simulation environment that enables safe, controlled testing of AI behaviour under diverse scenarios. It supports realistic data sets, configurable parameters, and edge-case modelling to validate performance and ethical compliance. The environment is isolated from production, includes rollback and sandboxing capabilities, and offers detailed reporting and monitoring tools. Documentation is comprehensive, and testing processes align with</li> </ul>	<ul style="list-style-type: none"> <li>The Solution includes a basic simulation environment for AI behaviour testing, but with limited functionality or scope. It allows for controlled testing but lacks advanced features such as edge-case modelling or detailed reporting. Isolation from production is present but may not be fully robust. Documentation exists but is minimal, and alignment with best practice is partial.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution provides minimal or ad hoc simulation capabilities. Testing environments are poorly defined, lack isolation from production, and offer little control over scenarios or data sets. Reporting and monitoring are absent or insufficient, and documentation is incomplete. Risk of unintended behaviour or deployment issues is high.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution does not include a simulation environment for AI behaviour testing. Testing occurs directly in production or is entirely absent, creating severe operational and ethical risks.</li> </ul>

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					recognised best practice for AI safety and robustness.			
D2.23	Usability	Devices	The Solution shall be responsive across devices and supports commonly used browsers.	200	<ul style="list-style-type: none"> <li>The Solution is fully responsive across all major device types (desktop, tablet, mobile) and provides a seamless user experience regardless of screen size or orientation. It supports all commonly used browsers (e.g., Chrome, Edge, Firefox, Safari) with consistent functionality and design fidelity. Performance is optimised for responsiveness, and thorough cross-browser and cross-device testing is documented. Accessibility and usability remain intact across platforms.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution is generally responsive and works on most devices, but minor layout or usability issues may occur on certain screen sizes. It supports the majority of commonly used browsers, though some advanced features may not function consistently. Testing and documentation exist but are limited in scope. Overall usability is acceptable but not fully optimised.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution provides limited responsiveness, with noticeable issues on mobile or tablet devices. Browser support is inconsistent, and some core functionality may fail on less common browsers. Testing is minimal or undocumented, and user experience suffers significantly on certain platforms.</li> </ul>	<ul style="list-style-type: none"> <li>The Solution is not responsive across devices and fails to support commonly used browsers. Layouts break or functionality is impaired on multiple platforms, creating a poor and unreliable user experience.</li> </ul>
D2.24	Infrastructure	Environments	The Solution shall comprise five environments: develop, test, train, AI test and production and all fully detailed in the runbook.	200	<ul style="list-style-type: none"> <li>The solution provides all five environments—develop, test, train, AI test, and production—fully implemented and clearly documented in a comprehensive runbook.</li> </ul>	<ul style="list-style-type: none"> <li>The solution includes most of the required environments, but one may be missing or partially implemented. The runbook provides basic documentation for</li> </ul>	<ul style="list-style-type: none"> <li>The solution offers only some environments, with significant gaps in functionality or documentation. The runbook is incomplete</li> </ul>	<ul style="list-style-type: none"> <li>The solution does not provide the required environments or a runbook. There is no clear</li> </ul>

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					Each environment is logically separated, with defined purposes, configuration details, and deployment processes. The runbook includes step-by-step instructions, access controls, rollback procedures, and monitoring guidelines. Environments are aligned with best practice for lifecycle management, ensuring consistency, security, and traceability across all stages.	setup and usage, but lacks depth in areas such as rollback, monitoring, or security. Environment separation is functional but may not fully meet best practice standards. Overall, the requirement is met at a baseline level.	or unclear, making it difficult to follow processes. Environment separation is weak, and lifecycle management practices are inconsistent. Operational risk is high due to lack of clarity and control.	structure for development, testing, training, or production, resulting in severe risk and non-compliance with the requirement.
D2.25	Technology	Software	The Bidding Entity shall detail all software, bespoke and off the shelf, it shall utilise for the build phases on the Authority infrastructure and the software licences required to be provided by the Authority for the Solution to function post Go-Live (production) taking note of the Licencing spreadsheet of the Pricing Workbook	300	<ul style="list-style-type: none"> <li>The Bidding Entity provides a complete and accurate list of all software components, clearly distinguishing between bespoke and off-the-shelf solutions. The submission includes full details of versioning, dependencies, and integration requirements. All licence requirements for post Go-Live operation are clearly identified, aligned</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides a reasonably complete list of software and identifies most licence requirements, with some minor gaps or limited detail. The response references the Licensing spreadsheet but lacks full clarity on dependencies or future-proofing considerations.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity provides only a partial or unclear list of software, omits key details on licensing, or fails to reference the Licensing spreadsheet adequately. The submission raises concerns about completeness or compliance.</li> </ul>	<ul style="list-style-type: none"> <li>The Bidding Entity fails to provide the required information, omits significant details, or provides no meaningful response regarding software and</li> </ul>

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					with the Licensing spreadsheet, and supported by a rationale for each. The response demonstrates strong planning and transparency, ensuring no hidden costs or compliance risks.			licensing requirements.

### 9.8.5 Evaluation Weighting

The maximum score for the 25 questions is 96pts. These points shall be spread across the 4% allocated of the 100% of the total score i.e.:

$$\frac{\sum \text{points scored}}{(25 \times 4)} \times 3 = \text{evaluated score}$$

### 9.8.6 Evaluation Procedure

- The completed response proforma shall be circulated to evaluators.
- Evaluators shall read and analyses the Bidding Entity's response.
- Evaluators are required to conduct their evaluation and complete an evaluation workbook to record comments prior to selecting an appropriate score (3, 2, 1, or 0) and providing remarks to justify the chosen score.
- The evaluation output shall be returned to the moderator and kept secure.
- The evaluation team shall come together and discuss the merits of the response, or otherwise, according to their analysis and collectively determining a single moderated score which shall be recorded into a moderation workbook, with rationale, and the score applied to the final scoring matrix.

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- f) In order differentiate the strongest Bidding Entity, all scores of a '3' shall be treated with the value of '4' in the final scoring matrix i.e. 4, 2, 1, 0 i.e.  $\times 1\frac{1}{3}$ .

### 9.8.7 Post Evaluation Next Step for Preferred Bidding Entity

- The score, any rational recorded, shall be used to elucidate the final text included in the final Contract to ensure to accurate positions are recorded in the Contract.
- The Requirements as set out above shall then be incorporated into Schedule 2 (Specification of the Contract).
- The Bidding Entity's responses shall be incorporated into Schedule 4 Tender (Extracted from Bidding Entity Response).

## 9.9 Part E – Generating the Solution (Governance and Methodology)

### 9.9.1 Introduction

The sections sets out the evaluation criteria for generating the APD Solution which includes design build and test activities.

### 9.9.2 Scope

The design, build, and test phases of an agile development approach ensure iterative delivery of a high-quality APD Solution. Design focuses on translating requirements into user-centric, adaptable architectures and interfaces. Build involves developing functionality in incremental sprints, enabling early visibility and stakeholder feedback. Testing is embedded throughout, validating performance, security, and usability at each iteration to reduce risk and ensure compliance. This phased approach promotes flexibility, continuous improvement, and rapid response to change, ensuring the Solution meets evolving business needs while maintaining quality, reliability, and alignment with organisational objectives.

### 9.9.3 Instructions

Complete the relevant Requirements Responses Workbook and set out Bidding Entity response to the requirements detailing the intent of the Solution to be delivered.

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### 9.9.4 Evaluation Criteria

Ref	Classification 1	Classification 2	Requirement	Maximum Word Count	Evaluation Criteria			
					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
E1.01	Development	Methodology	The Supplier shall adopt a recognised development methodology and if appropriate in the context of Schedule 28A (Agile Development Additional Terms)	200	<ul style="list-style-type: none"> <li>The supplier adopts a recognised development methodology (e.g., Agile, Scrum, SAFe, or equivalent) and applies it consistently throughout the project lifecycle. The methodology is clearly documented, with defined roles, ceremonies, and artefacts. Evidence of iterative delivery, stakeholder engagement, and continuous improvement is provided. The approach aligns with Schedule 28A (Agile Development Additional Terms) industry best practice and supports transparency, adaptability, and quality assurance.</li> </ul>	<ul style="list-style-type: none"> <li>The supplier uses a recognised development methodology, but application is partial or inconsistent. Documentation exists but lacks detail on processes or governance. While some elements of structured delivery are evident, such as sprints or reviews, the approach does not fully demonstrate best practice or continuous improvement or alignment with Schedule 28A</li> </ul>	<ul style="list-style-type: none"> <li>The supplier claims to use a development methodology but provides minimal detail of its application. Processes appear ad hoc, with little structure or documentation. Stakeholder engagement and iterative delivery are weak or absent, increasing risk of inefficiency and poor quality.</li> </ul>	<ul style="list-style-type: none"> <li>The supplier does not adopt a recognised development methodology. There is no detail of structured processes, governance, or best practice, resulting in high delivery risk and non-compliance with the requirement.</li> </ul>
E1.02	Development	Demo Feedback	The Solution design shall incorporate Discovery demonstration build feedback	200	<ul style="list-style-type: none"> <li>The solution design fully incorporates feedback from the Discovery Demonstration build in a structured and transparent manner.</li> </ul>	<ul style="list-style-type: none"> <li>The solution design reflects some feedback from the Discovery Demonstration build,</li> </ul>	<ul style="list-style-type: none"> <li>The solution design shows minimal detail of incorporating feedback from the</li> </ul>	<ul style="list-style-type: none"> <li>The solution design does not incorporate feedback from the Discovery</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
					Evidence shows that feedback was systematically captured, prioritised, and actioned, resulting in clear improvements to functionality, usability, and alignment with user needs. Documentation includes a traceable log of feedback items, decisions made, and outcomes, demonstrating responsiveness and iterative design best practice.	but integration is partial or inconsistent. Documentation of changes exists but lacks detail or traceability. While improvements are evident, the process for capturing and applying feedback is basic and does not fully demonstrate a robust iterative approach.	Discovery Demonstration build. Changes appear ad hoc, with little or no documentation of feedback or decision-making. Responsiveness to user input is weak, and improvements are limited or unclear.	Demonstration build. There is no detail of engagement, documentation, or changes based on feedback, resulting in non-compliance with the requirement.
E1.03	Project Management	Scope	The Supplier shall manage the Alpha and Beta phases as projects, providing a plan with the milestones as set out in the Pricing Workbook. The Supplier may add additional Milestone to prescribed by Pricing Workbook.	300	<ul style="list-style-type: none"> <li>The Supplier provides a comprehensive and well-structured plan for managing the Alpha and Beta phases as distinct projects. The plan fully incorporates all milestones from the Pricing Workbook and is demonstrably compatible with Schedule 8 (Implementation Plan and Testing). It includes clear timelines, dependencies,</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides a plan for managing the Alpha and Beta phases as projects and includes most milestones from the Pricing Workbook, with some detail of compatibility with Schedule 8. The plan is functional but lacks detail in areas</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides limited detail of structured project management for the Alpha and Beta phases. The plan is incomplete or lacks clarity, and milestones from the Pricing Workbook are only partially</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to provide a coherent plan for managing the Alpha and Beta phases as projects. Milestones from the Pricing Workbook are ignored or missing, and there is no</li> </ul>

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					resource allocation, and robust risk management strategies. Governance arrangements, progress monitoring, and reporting are proactive and transparent. Stakeholder engagement is consistent and effective, ensuring alignment with both the Pricing Workbook and Schedule 8 requirements. Delivery is on schedule or ahead of plan, with no significant issues.	such as risk management or resource allocation. Monitoring and reporting occur but are periodic rather than continuous. Stakeholder communication is adequate but not consistently proactive. Minor delays or issues may arise without major impact on overall delivery.	addressed. Compatibility with Schedule 8 is unclear or weak. Monitoring and reporting are irregular, and risk management is minimal or absent. Stakeholder engagement is reactive, and delays or issues significantly affect delivery confidence.	detail of compatibility with Schedule 8. Monitoring, reporting, and risk management are absent. Delivery is severely compromised, with major delays or failures, and stakeholder communication is inadequate or non-existent
E1.04	Development	Alpha Phase	The Alpha Solution shall be developed using two candidate LPAs.	200	<ul style="list-style-type: none"> <li>The Supplier clearly demonstrates that the Alpha Solution will be developed using two candidate Local Planning Authorities (LPAs) as specified. The approach includes detailed justification for the selection of LPAs, clear engagement plans, and integration of their</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier confirms that the Alpha Solution will involve two candidate LPAs but provides limited detail on selection criteria or engagement plans. Interaction with LPAs</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides minimal detail that two candidate LPAs will be used in developing the Alpha Solution. Selection rationale is unclear, and engagement plans</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to demonstrate that the Alpha Solution will be developed using two candidate LPAs. No plan, rationale, or engagement</li> </ul>

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					requirements into the solution design. The plan shows structured collaboration with both LPAs, including governance, feedback loops, and risk mitigation strategies. Evidence of readiness and commitment from the LPAs is provided, ensuring smooth development and alignment with project objectives.	is mentioned but lacks depth in terms of governance or feedback mechanisms. Risks related to LPA involvement are acknowledged but not fully addressed. The approach is functional but does not demonstrate strong integration or proactive collaboration.	are weak or incomplete. There is little indication of structured collaboration or risk management. The approach raises concerns about feasibility and alignment with project objectives.	strategy is provided. The requirement is ignored or misunderstood, resulting in non-compliance.
E1.05	Development	Beta Phase	The Solution shall be Beta tested across a minimum 10 additional LPAs (total 12 LPAs), demonstrating scalability and replicability across diverse authority types (district, unitary, county), covering at least 50,000 planning	300	<ul style="list-style-type: none"> <li>The solution is Beta tested across at least 10 additional LPAs (total of 12 LPAs), representing a diverse mix of authority types—district, unitary, and county. Testing demonstrates clear scalability and replicability, with consistent performance across all LPAs. The combined coverage includes at least 50,000 planning applications annually, supported by</li> </ul>	<ul style="list-style-type: none"> <li>The solution is Beta tested across multiple LPAs, but fewer than 10 additional authorities or limited diversity in authority types. Scalability and replicability are demonstrated at a basic level, with partial documentation of</li> </ul>	<ul style="list-style-type: none"> <li>The solution undergoes Beta testing with only a small number of LPAs, lacking diversity in authority types. Scalability and replicability are unclear or poorly detailed. Coverage of planning applications is</li> </ul>	<ul style="list-style-type: none"> <li>The solution is not Beta tested across the required number of LPAs. There is no detail of scalability, replicability, or coverage of planning applications, resulting in non-</li> </ul>

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			applications annually.		detailed documentation of outcomes, lessons learned, and detail of adaptability to varied operational contexts. Engagement and feedback from LPAs are well-documented, ensuring confidence in nationwide applicability.	results. Coverage approaches but does not fully meet the 50,000 annual applications threshold. While the requirement is broadly met, detail of adaptability and robustness is limited.	significantly below the 50,000 annual threshold. Documentation and feedback are minimal, reducing confidence in broader applicability.	compliance with the requirement.
E1.06	Documentation	Architecture	The Supplier shall document the 'as-built' design and architecture using appropriate tools and techniques to be delivered by the end of the Warranty Period.	200	<ul style="list-style-type: none"> <li>The supplier provides a complete and detailed 'as-built' design and architecture using appropriate industry-standard tools and techniques (e.g., UML diagrams, architecture modelling tools). Documentation is comprehensive, accurate, and clearly reflects the final implemented solution, including all components, integrations, and configurations. It is delivered within three months after the end of the Warranty Period, fully aligned with contractual</li> </ul>	<ul style="list-style-type: none"> <li>The supplier delivers 'as-built' documentation covering the main elements of design and architecture, but with limited detail or clarity. Appropriate tools and techniques are used, but some components or integrations may be missing or insufficiently described. Delivery occurs within the required timeframe, but documentation</li> </ul>	<ul style="list-style-type: none"> <li>The supplier provides minimal or incomplete 'as-built' documentation. Key architectural elements are missing or poorly represented, and tools or techniques used are basic or inappropriate. Delivery is late or lacks sufficient quality, creating challenges for</li> </ul>	<ul style="list-style-type: none"> <li>The supplier fails to deliver the required 'as-built' design and architecture documentation within the specified timeframe. There is no detail of appropriate tools or techniques being used, resulting in non-compliance and</li> </ul>

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					obligations. The artefacts are well-structured, version-controlled, and suitable for future maintenance and scalability.	may require additional effort to be fully usable for future maintenance.	ongoing support and compliance.	significant operational risk.
E1.07	Documentati on	Data Flows	The Supplier shall document how the actual data flows through the ‘as-built’ Solution from application submission to decision recommendation to be delivered by the end of the Warranty Period.	200	<ul style="list-style-type: none"> <li>The supplier delivers a comprehensive and accurate documentation of actual data flows through the ‘as-built’ solution, covering the entire lifecycle from application submission to decision recommendation. The documentation uses appropriate tools and techniques (e.g., data flow diagrams, process maps) and clearly illustrates all integrations, transformations, and decision points. It is well-structured, version-controlled, and delivered within two months after the end of the Warranty Period. The artefacts are detailed enough to support compliance, auditing, and future enhancements.</li> </ul>	<ul style="list-style-type: none"> <li>The supplier provides documentation of data flows that covers the main stages (submission to decision recommendation) but lacks depth or clarity in some areas. Appropriate tools are used, but diagrams or descriptions may omit certain integrations or intermediate processes. Delivery occurs within the required timeframe, but the documentation may require additional</li> </ul>	<ul style="list-style-type: none"> <li>The supplier delivers minimal or incomplete documentation of data flows. Key steps or integrations are missing, and tools or techniques used are basic or inappropriate. Delivery may be late or lack sufficient quality, making it difficult to understand or maintain the solution.</li> </ul>	<ul style="list-style-type: none"> <li>The supplier fails to provide documentation of data flows within the specified timeframe. There is no detail of appropriate tools or techniques being used, resulting in non-compliance and significant operational risk.</li> </ul>

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						effort to be fully actionable.		
E1.08	Documentati on	Technology Stack	The Supplier shall document the ‘as-build’ technology stack using appropriate tools and techniques to be delivered two months after the end of the Warranty Period.	250	<ul style="list-style-type: none"> <li>The supplier delivers a complete and accurate documentation of the ‘as-built’ technology stack using appropriate industry-standard tools and techniques (e.g., architecture diagrams, component inventories). The documentation clearly identifies all technologies, frameworks, libraries, and integrations used in the solution, including version details and configuration specifics. It is well-structured, version-controlled, and delivered within two months after the end of the Warranty Period. Artefacts are detailed enough to support maintenance, scalability, and compliance.</li> </ul>	<ul style="list-style-type: none"> <li>The supplier provides documentation of the technology stack covering the main components and tools, but with limited detail or clarity. Appropriate techniques are used, but some elements (e.g., versioning or configuration details) may be missing. Delivery occurs within the required timeframe, but the documentation may require additional effort to be fully actionable.</li> </ul>	<ul style="list-style-type: none"> <li>The supplier delivers minimal or incomplete documentation of the technology stack. Key components or integrations are missing, and tools or techniques used are basic or inappropriate. Delivery may be late or lack sufficient quality, creating challenges for ongoing support and compliance.</li> </ul>	<ul style="list-style-type: none"> <li>The supplier fails to provide documentation of the technology stack within the specified timeframe. There is no detail of appropriate tools or techniques being used, resulting in non-compliance and significant operational risk.</li> </ul>
E1.09	Hosting	Alpha and Beta	The Alpha and Beta Solutions shall be developed and	200	<ul style="list-style-type: none"> <li>The Alpha and Beta solutions are fully developed and hosted on Authority</li> </ul>	<ul style="list-style-type: none"> <li>The Alpha and Beta solutions are developed and</li> </ul>	<ul style="list-style-type: none"> <li>The Alpha and Beta solutions show limited</li> </ul>	<ul style="list-style-type: none"> <li>The Alpha and Beta solutions are not hosted</li> </ul>

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			hosted on Authority infrastructure and all Authority obligations are set out		infrastructure as specified. All Authority obligations are clearly understood and met, with comprehensive documentation outlining roles, responsibilities, and compliance measures. Hosting is secure, stable, and aligned with Authority standards, including network, security, and operational requirements including deployment, integration, and adherence to Authority governance is provided.	hosted on Authority infrastructure, but with minor gaps or limitations. Authority obligations are addressed at a basic level, and documentation exists but lacks detail or clarity. Hosting meets core requirements but may not fully align with best practice or Authority standards. Compliance and governance detail is partial.	compliance with hosting on Authority infrastructure. Authority obligations are poorly understood or inconsistently met. Documentation is minimal, and hosting arrangements lack robustness or security. Operational risk is high due to unclear roles and responsibilities.	on Authority infrastructure, and Authority obligations are ignored or undocumented. There is no detail of compliance, resulting in non-conformance and significant risk.
E1.10	Hosting	Environments	The Supplier shall specify to the Authority, prior to Alpha, Beta and Live the characteristics of all the necessary and appropriate environments in	200	<ul style="list-style-type: none"> <li>The supplier provides a detailed specification of all necessary and appropriate environments (e.g., development, test, training, AI test, production) prior to Alpha, Beta, and Live phases. The specification includes clear characteristics such as</li> </ul>	<ul style="list-style-type: none"> <li>The supplier specifies the required environments before each phase, but documentation lacks depth or clarity in some areas (e.g., configuration details</li> </ul>	<ul style="list-style-type: none"> <li>The supplier provides minimal or incomplete specification of environments. Key details such as capacity, security, or integration requirements are</li> </ul>	<ul style="list-style-type: none"> <li>The supplier fails to specify the characteristics of necessary environments prior to Alpha, Beta, and Live phases. There is</li> </ul>

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			the Authority's preferred hosting environment.		purpose, configuration, capacity, security controls, and integration requirements, fully aligned with the Authority's preferred hosting environment. Documentation is comprehensive, structured, and delivered on time, enabling smooth setup and governance.	or security requirements). The specification broadly aligns with the Authority's hosting environment but may require additional clarification or refinement. Delivery is timely but not fully robust.	missing or unclear. Alignment with the Authority's hosting environment is weak, and documentation is late or insufficient, creating operational risk.	no detail of alignment with the Authority's hosting environment, resulting in non-compliance and significant delivery risk.
E1.11	Live Solution	Extensibility	The Supplier shall undertake extensibility projects from time to time, using a defined methodology in accordance with the Change Control Procedures set out in Schedule 21 (Variation Form)	300	<ul style="list-style-type: none"> <li>The supplier demonstrates a clear and structured approach to undertaking extensibility projects, using a recognised and well-defined methodology. All activities comply fully with the Change Control Procedures set out in Schedule 21 (Variation Form), including proper documentation, approvals, and governance. Details of how the process shall work, ensuring transparency, traceability, and alignment with contractual obligations.</li> </ul>	<ul style="list-style-type: none"> <li>The supplier uses a defined methodology for extensibility projects and generally follows the Change Control Procedures in Schedule 21, but with some gaps in documentation or governance. Processes are functional but lack full rigour or consistency. While compliance is</li> </ul>	<ul style="list-style-type: none"> <li>The supplier provides minimal detail of a defined methodology or adherence to Schedule 21 procedures. Extensibility projects appear ad hoc, with weak documentation and limited governance. Risk of uncontrolled changes and non-</li> </ul>	<ul style="list-style-type: none"> <li>The supplier fails to use a defined methodology for extensibility projects and does not follow the Change Control Procedures in Schedule 21. There is no detail of structured processes, resulting in non-</li> </ul>

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						broadly achieved, improvements in clarity and control would strengthen assurance.	compliance is high.	compliance and significant delivery risk.
E1.12	Project Management	Methodology	The Supplier shall adopt a recognised project management methodology and operate that methodology to great effect managing the development and implementation services.	300	<ul style="list-style-type: none"> <li>The supplier adopts a recognised project management methodology (e.g., PRINCE2, Agile PM, PMI) and applies it rigorously and effectively throughout the development and implementation services. Roles, responsibilities, and governance structures are clearly defined, and processes such as planning, risk management, reporting, and stakeholder engagement are consistently executed to a high standard. Evidence of proactive issue resolution, quality assurance, and continuous improvement is provided, demonstrating strong control and delivery confidence.</li> </ul>	<ul style="list-style-type: none"> <li>The supplier uses a recognised project management methodology, but application is partial or inconsistent. Core processes such as planning and reporting are in place, but governance or risk management may lack depth. Documentation exists but is limited, and while the methodology supports delivery, it does not fully demonstrate best practice or strong effectiveness.</li> </ul>	<ul style="list-style-type: none"> <li>The supplier claims to use a project management methodology but provides minimal detail of its application. Processes appear ad hoc, with weak governance and limited stakeholder engagement. Risk management and reporting are inadequate, creating delivery uncertainty and operational risk.</li> </ul>	<ul style="list-style-type: none"> <li>The supplier does not adopt a recognised project management methodology. There is no detail of structured processes, governance, or best practice, resulting in high delivery risk and non-compliance with the requirement.</li> </ul>

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E1.13	Project Management	Quality Assurance:	The Supplier shall establish and operate a quality management regime to improve the quality of the Solution.	300	<ul style="list-style-type: none"> <li>The supplier establishes and operates a robust quality management regime that is fully aligned with recognised standards (e.g., ISO 9001). The regime includes clear policies, procedures, and continuous improvement practices to enhance solution quality. Evidence of systematic quality assurance, regular audits, defect tracking, and corrective actions is provided. The approach is proactive, well-documented, and embedded throughout the development and implementation lifecycle, ensuring measurable improvements in quality.</li> </ul>	<ul style="list-style-type: none"> <li>The supplier implements a basic quality management regime with documented processes for quality assurance and defect resolution. While the regime meets minimum requirements, continuous improvement practices are limited or inconsistently applied. Audits and reporting exist but lack depth or frequency. The approach supports quality but does not fully demonstrate best practice.</li> </ul>	<ul style="list-style-type: none"> <li>The supplier provides minimal detail of a quality management regime. Processes for quality assurance are ad hoc or poorly documented, and continuous improvement is absent. Audits and reporting are weak or non-existent, creating risk of recurring defects and poor solution quality.</li> </ul>	<ul style="list-style-type: none"> <li>The supplier fails to establish or operate a quality management regime. There is no detail of structured processes, audits, or improvement practices, resulting in non-compliance and significant delivery risk.</li> </ul>
E1.14	Project Management	Risk Management	The Supplier shall establish and operate a risk management	300	<ul style="list-style-type: none"> <li>The supplier establishes and operates a comprehensive risk management regime aligned with recognised standards (e.g., ISO 31000).</li> </ul>	<ul style="list-style-type: none"> <li>The supplier implements a basic risk management regime with documented</li> </ul>	<ul style="list-style-type: none"> <li>The supplier provides minimal detail of a structured risk management</li> </ul>	<ul style="list-style-type: none"> <li>The supplier fails to establish or operate a risk management regime. There is</li> </ul>

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			regime to reduce risks.		The regime includes systematic identification, assessment, mitigation, and monitoring of risks throughout the project lifecycle. Risk registers are maintained and regularly updated, with clear ownership and escalation processes. Evidence of proactive risk reviews, contingency planning, and continuous improvement is provided. The approach is well-documented, embedded in governance, and demonstrably reduces delivery and operational risks.	processes for identifying and mitigating risks. Risk registers exist but may lack detail or regular updates. Reviews and escalation processes are present but inconsistently applied. While the regime meets minimum requirements, it does not fully demonstrate best practice or proactive risk reduction.	regime. Processes for risk identification and mitigation are ad hoc or poorly documented. Risk registers are incomplete or rarely updated, and escalation procedures are unclear. The approach is reactive rather than proactive, creating significant delivery risk.	no detail of structured processes, documentation, or governance for risk reduction, resulting in non-compliance and high project risk
E1.15	Project Management	Scope	The Supplier shall manage the move to production, Move to Production and LPA Enablement activities as a Project including an initial planning period	300	<ul style="list-style-type: none"> <li>The Supplier provides a fully structured project approach for the move to production, Move to Production and LPA Enablement activities, including a clearly defined initial planning period. The plan is comprehensive, detailing timelines, milestones, dependencies,</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier manages the move to production, Move to Production and LPA Enablement activities as a project and includes an initial planning period, but the approach lacks</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier shows limited detail of structured project management for the move to production, Move to Production and LPA Enablement activities. The</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to manage the move to production, implementation, and LPA Enablement activities as a project. There is no initial</li> </ul>

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					resource allocation, and risk management. Progress tracking and reporting are robust and proactive, with contingency measures in place. Stakeholder engagement is consistent and transparent, ensuring alignment throughout. Delivery is on schedule or ahead of plan with no significant issues.	depth in some areas. Milestones and timelines are present but may not be fully detailed or integrated. Monitoring and reporting occur but are periodic rather than continuous. Risk management and stakeholder communication are addressed but not consistently proactive. Minor delays or issues may occur without major impact.	initial planning period is minimal or unclear. Milestones and timelines are incomplete or lack coherence. Monitoring and reporting are irregular, and risk management is weak or absent. Stakeholder engagement is reactive, and delays or issues significantly affect delivery confidence.	planning period, and no coherent plan or milestones are provided. Monitoring, reporting, and risk management are absent. Delivery is severely compromised, with major delays or failures, and stakeholder communication is inadequate or non-existent.
E1.16	Testing	Alpha	The Solution shall be subject to Alpha Tests to ensure core functionality works, detects major bugs early, and validates stability before	300	<ul style="list-style-type: none"> <li>The Supplier provides a clear and detailed approach for Alpha Testing that fully meets the requirement. The plan ensures all core functionality is tested, major bugs are detected early, and system stability is validated before</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier outlines Alpha Testing to cover core functionality and stability checks before Beta testing, with some detail of compatibility with</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides minimal detail of structured Alpha Testing. The approach is vague, with limited detail on how core</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to demonstrate any coherent Alpha Testing approach. Core functionality, bug detection,</li> </ul>

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			beta testing and this shall be compatible with Schedule 8 (Implementation Plan and Testing)		Beta testing. Testing activities are comprehensive, structured, and demonstrably compatible with Schedule 8 (Implementation Plan and Testing). The approach includes defined test cases, acceptance criteria, defect management processes, and reporting mechanisms. Evidence of proactive risk mitigation and stakeholder involvement is provided.	Schedule 8. The approach is functional but lacks depth in areas such as detailed test cases, defect management, or reporting. Bug detection and stability validation are addressed but not fully integrated into a structured process. Risk management and stakeholder engagement are mentioned but not consistently proactive.	functionality will be validated or major bugs detected early. Compatibility with Schedule 8 is unclear or weak. There is little indication of defined test cases, defect management, or reporting. The plan raises concerns about readiness for Beta testing.	and stability validation are not addressed, and there is no detail of compatibility with Schedule 8. The requirement is ignored or misunderstood, resulting in non-compliance.
E1.17	Testing	Beta	The Solution shall be subject to Beta Tests in order to evaluate product performance with real users, uncovering usability	300	<ul style="list-style-type: none"> <li>The Supplier provides a comprehensive and well-structured Beta Testing approach that fully meets the requirement. The plan clearly demonstrates how product performance will be evaluated with real users,</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier outlines a Beta Testing approach that addresses product performance evaluation and usability checks with real users. The plan</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides minimal detail of a structured Beta Testing approach. The plan is vague, with limited detail on how usability</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to demonstrate any coherent Beta Testing approach. Product performance</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
			issues and ensuring readiness for public release.		including detailed usability testing, feedback collection, and issue resolution processes. Testing activities are thorough, cover diverse user scenarios, and ensure readiness for public release. The approach includes defined success criteria, robust defect management, and clear reporting mechanisms. Stakeholder engagement and risk mitigation are proactive, ensuring high confidence in product quality.	is functional but lacks depth in areas such as detailed test scenarios, structured feedback processes, or clear readiness criteria. Issue resolution and reporting mechanisms are present but not comprehensive. Risk management and stakeholder engagement are mentioned but not consistently proactive.	issues will be uncovered or readiness for public release will be ensured. There is little indication of defined success criteria, defect management, or systematic feedback collection. The approach raises concerns about product quality and release readiness.	evaluation, usability testing, and readiness for public release are not addressed. The requirement is ignored or misunderstood, resulting in non-compliance.
E1.18	Testing	Integration Testing	The Solution shall be subject to integration testing for both the core model answer the systems it integrates with.	300	<ul style="list-style-type: none"> <li>The Supplier provides a comprehensive and structured approach to integration testing that fully meets the requirement. The plan covers both the core model and all systems it integrates with, ensuring end-to-end functionality and interoperability. Detailed test</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier outlines an integration testing approach that addresses the core model and some integrated systems. The plan is functional but lacks depth in areas such as detailed test</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides minimal detail of structured integration testing. The approach is vague, with limited detail on how the core model and</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to demonstrate any coherent integration testing approach. Testing of the core model and integrated</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
					cases, success criteria, and defect management processes are included. The approach demonstrates proactive risk mitigation, clear reporting mechanisms, and alignment with overall implementation and testing schedules. Stakeholder engagement is strong, and detail of readiness for production is clear.	scenarios, structured defect management, or comprehensive reporting. Risk management and stakeholder engagement are mentioned but not consistently proactive. Coverage of integrated systems may be partial, raising some concerns about completeness.	integrated systems will be tested together. There is little indication of defined success criteria, defect management, or systematic reporting. The plan raises concerns about interoperability and readiness for production.	systems is not addressed, and the requirement is ignored or misunderstood, resulting in non-compliance.
E1.19	Testing	Unit Testing	The Solution shall be capable of unit testing for both the core model answer and the systems it integrates with.	200	<ul style="list-style-type: none"> <li>The Supplier provides a clear and comprehensive approach to unit testing for both the core model and all integrated systems. The plan includes detailed test cases, automated testing capabilities, and robust defect management processes. Evidence of alignment with development practices and compatibility with overall implementation</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier outlines a unit testing approach that covers the core model and some integrated systems. The plan is functional but lacks depth in areas such as automated testing, detailed test scenarios, or structured defect management.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides minimal detail of structured unit testing. The approach is vague, with limited detail on how the core model and integrated systems will be tested individually. There</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to demonstrate any coherent unit testing capability. Testing of the core model and integrated systems is not addressed, and the requirement is ignored or</li> </ul>

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					and testing schedules is provided. The approach demonstrates proactive risk mitigation, clear reporting, and stakeholder engagement, ensuring high confidence in solution quality.	Reporting and risk management are mentioned but not consistently proactive. Coverage of integrated systems may be partial, raising some concerns about completeness.	is little indication of defined success criteria, defect management, or systematic reporting. The plan raises concerns about code quality and readiness for integration.	misunderstood, resulting in non-compliance.
E1.20	Testing	Users	The Supplier shall conduct Beta testing with Planning Officers and incorporate feedback into the Solution	200	<ul style="list-style-type: none"> <li>The Supplier provides a comprehensive Beta Testing approach that actively involves Planning Officers in realistic user scenarios. The plan includes structured engagement, clear feedback collection mechanisms, and a defined process for incorporating feedback into the Solution. Evidence of iterative improvement, usability validation, and readiness for public release is provided. Reporting and governance are robust, and stakeholder communication</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier outlines a Beta Testing approach that includes Planning Officer participation and some feedback incorporation. The process is functional but lacks depth in areas such as structured feedback loops, prioritisation of changes, or clear timelines for implementation. Reporting and stakeholder</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides minimal detail of Planning Officer involvement in Beta Testing. Feedback collection is vague or informal, and there is little indication of how feedback will be incorporated into the Solution. The approach raises concerns about usability validation</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to demonstrate any coherent Beta Testing approach involving Planning Officers. Feedback is not addressed, and the requirement is ignored or misunderstood, resulting in non-compliance.</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
					is proactive, ensuring alignment and confidence in the final product.	engagement occur but are not consistently proactive. Improvements may be limited or delayed.	and readiness for public release.	

### 9.9.5 Evaluation Weighting

The maximum score for the 20 questions is 80pts. These points shall be spread across the 4% allocated of the 100% of the total score i.e.:

$$\frac{\sum \text{points scored}}{(20 \times 4)} \times 3 = \text{evaluated score}$$

### 9.9.6 Evaluation Procedure

- The completed response proforma shall be circulated to evaluators.
- Evaluators shall read and analyses the Bidding Entity's response.
- Evaluators are required to conduct their evaluation and complete an evaluation workbook to record comments prior to selecting an appropriate score (3, 2, 1, or 0) and providing remarks to justify the chosen score.
- The evaluation output shall be returned to the moderator and kept secure.
- The evaluation team shall come together and discuss the merits of the response, or otherwise, according to their analysis and collectively determining a single moderated score which shall be recorded into a moderation workbook, with rationale, and the score applied to the final scoring matrix.
- In order differentiate the strongest Bidding Entity, all scores of a '3' shall be treated with the value of '4' in the final scoring matrix i.e. 4, 2, 1, 0 i.e.  $\times 1\frac{1}{3}$ .

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### 9.9.7 Post Evaluation Next Step for Preferred Bidding Entity

- a) The score, any rational recorded, shall be used to elucidate the final text included in the final Contract to ensure to accurate positions are recorded in the Contract.
- b) The Requirements as set out above shall then be incorporated into Schedule 2 Specification of the Contract.
- c) The Bidding Entity's responses shall be incorporated into Schedule 4 Tender (Extracted from Bidding Entity Response).

## 9.10 Part E2 - Team & Capability

### 9.10.1 Introduction

The section sets out how the delivery team shall be evaluated and managed.

### 9.10.2 Scope

Assessment of the delivery team should focus on capability, experience, and approach to ensure successful project execution. Key features include relevant technical expertise, proven experience with similar projects to the APD Solution, and familiarity with agile methodologies. The team's structure, roles, and resource availability should demonstrate capacity to meet timelines and quality standards. Collaboration and communication practices, including stakeholder engagement and reporting, are critical. Evidence of adaptability, problem-solving skills, and risk management processes should be provided. Certifications, training, and compliance with industry standards further indicate professionalism and reliability, ensuring the team can deliver a robust, secure, and scalable Solution.

### 9.10.3 Instructions

Complete the relevant Requirements Responses Workbook and set out Bidding Entity response to the requirements detailing the intent of the Solution to be delivered.

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### 9.10.4 Evaluation Criteria

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
E2.01	Resourcing	Organisation	The Supplier shall design an effective and comprehensive organisational diagram detailing the roles and experience available in the proposed team and where the Authority shall provide expertise to complement the Supplier team.	300	<ul style="list-style-type: none"> <li>The Supplier provides a clear, effective, and comprehensive organisational diagram that fully details all roles within the proposed team, including responsibilities and relevant experience. The diagram is well-structured, easy to interpret, and demonstrates how expertise from the Authority will complement the Supplier team. It includes clear reporting lines, governance structure, and resource allocation. Evidence of alignment with project objectives and proactive collaboration between Supplier and Authority is strong.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides an organisational diagram that outlines key roles and some experience within the proposed team. The diagram is functional but lacks depth in areas such as detailed responsibilities or clarity on how Authority expertise will complement the Supplier team. Reporting lines and governance are present but not fully developed. The approach is acceptable but does not demonstrate strong integration or completeness.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides a basic organisational diagram with limited detail on roles, responsibilities, or experience. There is little or no indication of how Authority expertise will complement the Supplier team. The diagram lacks clarity and raises concerns about team structure and capability.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to provide an organisational diagram or provides one that is incoherent and does not meet the requirement. Roles, responsibilities, and experience are missing, and there is no indication of Authority involvement. The requirement is ignored or misunderstood, resulting in non-compliance.</li> </ul>
E2.02	Resourcing	Core team	The Supplier shall provide expert planning specialists proposed to be	250	<ul style="list-style-type: none"> <li>The Supplier presents a clearly defined cohort of expert planning specialists with CVs for all proposed individuals.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides planning specialists and CVs for most proposed individuals.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier's submission names planning specialists but</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to provide expert planning specialists and/or omits CVs for</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
			used and shall provide CVs of the individuals proposed to deliver the Solution.		Each CV details substantial, directly relevant experience delivering planning services for Local Planning Authorities (LPAs) or comparable regulated environments, including: recent project examples, responsibilities, outcomes, and stakeholder references. Professional credentials (e.g., RTPI membership or equivalent), up-to-date knowledge of UK planning policy and practice (e.g., NPPF, local plan workflows), and digital planning systems experience (ODP/BOPS or equivalent platforms) are explicit. CVs map unambiguously to the roles in the proposal (e.g., Lead Planning Specialist, Development Management SME, Policy & Plan-making SME), with time commitment/availability clearly stated and aligned to the project plan. The Supplier	CVs show relevant but mixed depth of experience in LPAs or regulated environments and general familiarity with planning policy and digital tools. Professional credentials are present for some staff, though not consistently detailed. Role-to-CV mapping exists but may leave gaps in responsibilities or coverage (e.g., limited detail for plan-making vs. development management). Availability and commitment are stated but lack precision or are contingent. Quality governance and risk cover are mentioned	provides incomplete or generic CVs, with limited proof of hands-on experience in LPAs or equivalent contexts. Professional credentials and specific policy/system expertise are unclear or missing. Role assignments are vague, producing coverage gaps for key activities. Availability is uncertain, and there is no credible plan for knowledge assurance, succession, or risk mitigation. Evidence is	the proposed individuals. CVs (if present) do not demonstrate relevant planning expertise. Role coverage is absent or incoherent, and availability/commitment is not stated. The requirement is not met, resulting in non-compliance.

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					demonstrates governance for quality (peer review, knowledge transfer, CPD), provides letters of commitment or contractual assurances for named personnel, and includes succession/cover arrangements to mitigate resourcing risk. Overall, the detail gives high confidence the team is expert, available, and capable of delivering the Solution to specification.	but not fully demonstrated. The submission is acceptable and suggests the team can deliver, albeit with moderate assurance.	insufficient to give confidence in the team's capability to deliver the Solution.	
E2.03	Resourcing	AI/ML expertise	The Supplier shall provide experts in designing, building and maintaining AI Solutions and in particularly the Large Language Model proposed to be used and shall provide CVs of the individuals proposed to deliver the Solution.	250	<ul style="list-style-type: none"> <li>The Supplier presents a clearly defined team of AI experts with CVs for all proposed individuals, evidencing deep technical expertise in designing, building, and maintaining AI solutions, including hands-on experience with Large Language Models (LLMs)—specifically the proposed model or equivalent. CVs demonstrate advanced skills in model architecture, fine-tuning, optimisation, deployment, and lifecycle</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides CVs for most proposed AI experts, showing relevant experience in AI solution development and some exposure to LLMs. The approach covers design and build activities but offers limited detail on maintenance or advanced lifecycle management. Role mapping exists but</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides minimal detail of AI expertise. CVs are incomplete or generic, with little detail on LLM experience or advanced AI practices. Role assignments are vague, and there is no clear indication of lifecycle</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to provide AI experts or omits CVs for proposed individuals. There is no detail of relevant experience in designing, building, or maintaining AI solutions or LLMs. The requirement is ignored or misunderstood, resulting in non-compliance.</li> </ul>

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					management (including monitoring for bias, performance, and compliance). Each CV includes relevant project examples, responsibilities, and outcomes, plus academic or professional credentials in AI/ML. Role-to-CV mapping is explicit, and availability for Alpha and Beta phases is confirmed. The Supplier provides governance for quality assurance, risk mitigation, and knowledge transfer, with contractual or formal commitment for named personnel. Overall, the detail gives high confidence in technical capability and delivery assurance.	may leave gaps in responsibilities or depth of expertise. Availability and commitment are stated but lack precision. Quality assurance and risk mitigation are mentioned but not fully developed. The submission is acceptable but provides moderate assurance of capability.	management capability. Availability is uncertain, and governance for quality or risk mitigation is absent. The approach raises concerns about technical capability and sustainability.	
E2.04	Resourcing	Planning domain expertise	The Supplier shall provide experts in in urban planning and urban planning systems and shall provide CVs of the individuals	250	<ul style="list-style-type: none"> <li>The Supplier provides a clearly defined team of urban planning experts with CVs for all proposed individuals, evidencing deep domain knowledge and practical experience in planning policy, development management,</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides CVs for most proposed planning experts, showing relevant experience in planning and some exposure to planning systems. The approach covers key</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides minimal detail of planning expertise. CVs are incomplete or generic, with little detail on planning systems</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to provide planning experts or omits CVs for proposed individuals. There is no detail of relevant experience in urban planning or planning</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
			proposed to deliver the Solution.		and digital planning systems. CVs include recent project examples, responsibilities, and outcomes, demonstrating familiarity with UK planning frameworks (e.g., NPPF, Local Plans) and hands-on experience with planning technology platforms (such as ODP/BOPS or equivalent). Professional credentials (e.g., RTPI membership) are clearly stated. Role-to-CV mapping is explicit, and availability for Alpha and Beta phases is confirmed. The Supplier also provides governance for quality assurance and risk mitigation, with contractual commitment for named personnel. Overall, the detail gives high confidence in capability and delivery assurance.	roles but lacks depth in certain areas, such as advanced digital planning expertise or detailed governance arrangements. Role mapping exists but may leave gaps in responsibilities. Availability and commitment are stated but not fully assured. The submission is acceptable but provides moderate confidence in capability.	experience or regulatory knowledge. Role assignments are vague, and there is no clear indication of how expertise aligns with project needs. Availability is uncertain, and governance for quality or risk mitigation is absent. The approach raises concerns about capability and sustainability.	systems. The requirement is ignored or misunderstood, resulting in non-compliance.
E2.05	Resourcing	Governance expertise	The Supplier shall provide experts in in AI governance, leadership and all aspects of good	250	<ul style="list-style-type: none"> <li>The Supplier provides a clearly defined team of experts in AI governance, leadership, and project management, with CVs for all proposed individuals.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides CVs for most proposed experts in AI governance, leadership, and</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides minimal detail of expertise in AI governance, leadership, or</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to provide experts or omits CVs for proposed individuals. There is no detail of</li> </ul>

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			practice project management, as per Part E1 of this tender and Schedule 8 Implementation Plan & Testing and shall provide CVs of the individuals proposed to deliver the Solution.		Each CV demonstrates substantial experience in governance frameworks for AI (including ethical, legal, and compliance considerations), leadership of complex technology programmes, and delivery of projects using recognised methodologies (e.g., PRINCE2, Agile, or equivalent). Includes details on how risk management strategies, stakeholder engagement, and alignment with Part E1 and Schedule 8 Implementation Plan & Testing requirements. Role-to-CV mapping is explicit, and availability for Alpha and Beta phases is confirmed. The Supplier provides governance structures, quality assurance processes, and contractual commitment for named personnel, giving high confidence in capability and delivery assurance.	project management. The detail shows relevant experience but lacks depth in one or more areas (e.g., AI governance frameworks or advanced project management practices). Role mapping exists but may leave gaps in responsibilities. Availability and commitment are stated but not fully assured. Governance and quality assurance are mentioned but not fully developed. The submission is acceptable but provides moderate confidence in capability.	project management. CVs are incomplete or generic, with little detail on governance frameworks or structured project delivery. Role assignments are vague, and there is no clear indication of alignment with Part E1 or Schedule 8. Availability is uncertain, and governance for quality or risk mitigation is absent. The approach raises concerns about capability and sustainability.	relevant experience in AI governance, leadership, or project management. The requirement is ignored or misunderstood, resulting in non-compliance.

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E2.06	Resourcing	Capacity and availability	The Supplier shall 'ring-fence' the team for the duration of the Alpha and Beta design and build activities.	200	<ul style="list-style-type: none"> <li>The Supplier provides clear detail that the proposed team will be fully ring-fenced for the entire duration of the Alpha and Beta design and build activities. The commitment is explicit, with contractual or governance mechanisms ensuring team stability and continuity. The plan includes named resources, defined roles, and contingency measures to maintain capacity if unforeseen changes occur. There is strong assurance that no resource diversion will occur, and proactive communication with the Authority is embedded.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier commits to ring-fencing the team for Alpha and Beta phases but provides limited detail on how this will be enforced. Named resources and roles are identified, but mechanisms for ensuring continuity or handling resource changes are weak or unclear. The approach is functional but does not fully mitigate risks of resource diversion.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides minimal detail of ring-fencing the team. The commitment is vague, with no clear plan or governance to ensure continuity. Named resources may be mentioned but without assurance of exclusivity or stability. The approach raises concerns about delivery risk.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to demonstrate any commitment to ring-fencing the team for Alpha and Beta phases. There is no detail of resource stability, and the requirement is ignored or misunderstood, resulting in non-compliance.</li> </ul>

### 9.10.5 Evaluation Weighting

The maximum score for the 6 questions is 24pts. These points shall be spread across the 2% allocated of the 100% of the total score i.e.:

$$\frac{\sum \text{points scored}}{(6 \times 4)} \times 2 = \text{evaluated score}$$

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### 9.10.6 Evaluation Procedure

- a) The completed response proforma shall be circulated to evaluators.
- b) Evaluators shall read and analyses the Bidding Entity's response.
- c) Evaluators are required to conduct their evaluation and complete an evaluation workbook to record comments prior to selecting an appropriate score (3, 2, 1, or 0) and providing remarks to justify the chosen score.
- d) The evaluation output shall be returned to the moderator and kept secure.
- e) The evaluation team shall come together and discuss the merits of the response, or otherwise, according to their analysis and collectively determining a single moderated score which shall be recorded into a moderation workbook, with rationale, and the score applied to the final scoring matrix.
- f) In order differentiate the strongest Bidding Entity, all scores of a '3' shall be treated with the value of '4' in the final scoring matrix i.e. 4, 2, 1, 0 i.e.  $\times 1\frac{1}{3}$ .

### 9.10.7 Post Evaluation Next Step for Preferred Bidding Entity

- a) The score, any rational recorded, shall be used to elucidate the final text included in the final Contract to ensure to accurate positions are recorded in the Contract.
- b) The Requirements as set out above shall then be incorporated into Schedule 2 Specification of the Contract.
- c) The Bidding Entity's responses shall be incorporated into Schedule 4 Tender (Extracted from Bidding Entity Response).

## 9.11 Part F - Move to Production and LPA Enablement

### 9.11.1 Introduction

This sections set out how the APD Solution shall be moved into production and made available to all 317 LPAs through the Open Digital Planning (ODP) platform and scaled up as demand led utilisation grows.

### 9.11.2 Scope

The scope of this Service is as follows:

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- 1) Post Beta Testing Acceptance of the Solution the Bidding Entity shall collaborate with the Authority, and its incumbent suppliers, and working with the contracted establish management of change mechanisms, to transfer knowledge and move the Solution into a production mode and integrate it into Open Digital Planning (ODP) platform.
- 2) The creation of a 'run-book' (a Referenced Document), a detailed all routine procedures, operations and troubleshooting steps for maintaining the operational Solution in accordance with the agreed SLAs and is compatible with the Authority norms and established ICT management regimes. This shall built, quality assured and accepted by the entity operating the Solution.
- 3) Support to the Authority to successfully complete the security and cyber integrity checks, including Data Protection Impact Assessments (DPIA), before the Solution goes live.
- 4) Build and test an LPA 'onboarding pack'(a Referenced Document) so when an LPA elects to use the Solution the LPAs can self-serve the deployment and rollout to their own planning officers. This means the Bidding Entity is required to provide, but not limited to the following: detailed user documentation, user testing and acceptance scripts, planning officer training materials, integration guidance and the specification and indexing of APIs etc.
- 5) Provision of 'as-built documentation including but not limited to technology, systems and data architectures (Reference Documents).
- 6) Provision, when called off, for a structured approach to Solution enhancement, including support to build any necessary and appropriate business case.
- 7) Provision, when called off, for LPA enablement and integration services.

### 9.11.3 Instructions

Complete the relevant Requirements Responses Workbook and set out Bidding Entity response to the requirements detailing the intent of the Solution related Services to be delivered.

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### 9.11.4 Evaluation Criteria

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
F.01	Move to Production	Go Live	The Supplier shall collaborate with the Authority, and its incumbent suppliers, and working with the contracted establish management of change mechanisms i.e. configuration control and management, to transfer knowledge and move the Solution into a production mode and integrate it into Open Digital Planning (ODP) platform.	300	<ul style="list-style-type: none"> <li>The Supplier provides a comprehensive and structured approach to collaboration with the Authority and incumbent suppliers. The plan clearly details how management of change mechanisms (including configuration control and governance) will be established and maintained. Evidence includes defined roles, responsibilities, and processes for change approval, version control, and impact assessment (including DPIA). The Supplier demonstrates a robust knowledge transfer strategy, including documentation, training, and joint workshops, ensuring smooth transition to production. Integration with the Open Digital Planning (ODP) platform is</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier outlines a collaboration approach with the Authority and incumbent suppliers and mentions management of change mechanisms, but the detail is limited. Configuration control processes are referenced but lack depth or clarity on governance and impact assessment (including DPIA). Knowledge transfer activities are included but may be generic or incomplete. Integration with ODP is addressed at a high level without detailed technical steps or risk</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides minimal detail of structured collaboration or change management. The approach is vague, with little detail on configuration control, governance, or knowledge transfer. Integration with ODP is mentioned superficially or not at all. There is no clear indication of stakeholder engagement or risk management. The plan raises concerns about delivery confidence and sustainability.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to demonstrate any coherent approach to collaboration, change management, or integration with ODP. Knowledge transfer is not addressed, and the requirement is ignored or misunderstood, resulting in non-compliance.</li> </ul>

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					fully addressed, with clear technical steps, risk mitigation, and alignment with platform standards. Stakeholder engagement is proactive, and governance structures ensure transparency and accountability throughout. Overall, the approach gives high confidence in successful collaboration and seamless production deployment.	mitigation. The approach is functional but provides moderate assurance of successful transition.		
F.02	Move to Production	Creating the Run Book	The Supplier shall create a 'run-book' (a Referenced Document), in accordance best practice and agreed SLAs which is compatible with the Authority norms and established ICT management regimes. This shall be built, quality assured and accepted by the	200	<ul style="list-style-type: none"> <li>The Supplier provides a comprehensive and well-structured plan for creating a run-book that fully meets the requirement. The document is developed in line with recognised best practice (e.g., ITIL or equivalent), incorporates all agreed SLAs, and is demonstrably compatible with the Authority's ICT standards and management regimes. The</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier outlines a plan for creating a run-book that addresses most requirements but lacks depth in some areas. The document references best practice and SLAs but may not fully demonstrate compatibility with Authority norms or ICT regimes. Quality</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides minimal detail of a structured run-book. The approach is vague, with limited detail on best practice alignment, SLAs, or compatibility with Authority ICT standards. Quality assurance and acceptance</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to demonstrate any coherent plan for creating a run-book. Best practice, SLAs, and Authority compatibility are not addressed, and there is no detail of quality assurance or acceptance. The requirement is ignored or misunderstood,</li> </ul>

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			entity operating the Solution.		run-book includes detailed operational procedures, escalation paths, configuration details, and recovery processes. Evidence of quality assurance (peer review, validation against SLAs) and formal acceptance by the entity operating the Solution is provided. The approach ensures clarity, maintainability, and readiness for production support, giving high confidence in operational continuity.	assurance and acceptance processes are mentioned but not detailed. Operational procedures are present but may be generic or incomplete. The approach is functional but provides moderate assurance of readiness.	processes are unclear or absent. Operational content is incomplete, raising concerns about maintainability and production readiness.	resulting in non-compliance.
F.03	Move to Production	Cyber and Security Assurance	The Supplier shall lead and support all necessary relevant and appropriate security and cyber integrity checks and documentation before the Solution goes live.	300	<ul style="list-style-type: none"> <li>The Supplier provides a comprehensive and structured approach to security and cyber integrity assurance prior to go-live. The plan includes full coverage of security checks (e.g., penetration testing, vulnerability scanning, compliance verification), aligned with recognised</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier outlines a security and cyber integrity approach that addresses most required checks and documentation but lacks depth in some areas. The plan references recognised standards but does not fully</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides minimal detail of structured security or cyber integrity checks. The approach is vague, with limited detail on testing, compliance, or</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to demonstrate any coherent approach to security or cyber integrity checks. Documentation is missing or incomplete, and the requirement is ignored or misunderstood,</li> </ul>

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					standards such as ISO 27001, NCSC guidance, or equivalent frameworks. Detailed documentation is prepared and quality assured, covering risk assessments, mitigation actions, and detail of compliance with Authority security policies. The Supplier demonstrates proactive collaboration with the Authority and relevant stakeholders, ensuring all checks are completed, signed off, and auditable. The approach gives high confidence in the security posture and readiness for production.	demonstrate alignment or completeness. Documentation is provided but may be generic or missing detailed risk analysis. Collaboration with the Authority is mentioned but not clearly structured. The approach is functional but provides moderate assurance of security readiness.	documentation. There is little indication of alignment with best practice or Authority standards. Risk management and stakeholder engagement are unclear or absent. The plan raises concerns about security assurance and operational readiness.	resulting in non-compliance.
F.04	Move to Production and LPA Enablement	On-boarding pack	The Supplier shall build and test a cost effective and easy to follow LPA 'onboarding pack'(a Referenced Document) from LPAs in order to self-serve	300	<ul style="list-style-type: none"> <li>The Supplier provides a comprehensive and well-structured onboarding pack that is cost-effective, intuitive, and fully tested with representative LPAs. The pack includes clear step-by-step guidance,</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier delivers an onboarding pack that addresses core requirements but lacks depth in usability or completeness. Instructions are</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides minimal detail of a structured onboarding pack. Content is incomplete or difficult to follow,</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to provide an onboarding pack or delivers one that does not meet the requirement. There is no detail of usability, testing, or alignment</li> </ul>

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			the deployment and rollout of the Solution their own planning officers.		configuration instructions, troubleshooting tips, and FAQs tailored for planning officers. Evidence of usability testing, feedback incorporation, and alignment with Authority standards is provided. The pack enables LPAs to self-serve deployment and rollout with minimal support, and includes supporting artefacts such as templates, checklists, and training materials. Quality assurance processes are documented, and acceptance by the Authority is confirmed. The approach gives high confidence in scalability and ease of adoption.	functional but may not fully enable LPAs to self-serve without additional support. Testing is mentioned but limited, and feedback incorporation is unclear. Supporting artefacts (e.g., templates, FAQs) are present but basic. Quality assurance and Authority acceptance are referenced but not fully demonstrated. The approach provides moderate assurance of effectiveness.	and there is little indication of usability testing or feedback incorporation. Self-service capability for LPAs is weak, requiring significant external support. Quality assurance and Authority acceptance are absent or unclear. The approach raises concerns about scalability and adoption.	with Authority standards. The requirement is ignored or misunderstood, resulting in non-compliance.
F.05	Move to Production and LPA Enablement	As built documentation	The Supplier shall provide 'as-built documentation' in accordance with best practice including but not limited to	200	<ul style="list-style-type: none"> <li>The Supplier provides comprehensive and well-structured as-built documentation that fully meets best practice standards. The</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides as-built documentation that addresses most required areas but lacks depth or</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides minimal or incomplete as-built documentation. Key elements such</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to provide as-built documentation or delivers content that does not meet the requirement.</li> </ul>

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			technology, systems and data architectures (Reference Documents)		documentation covers all required areas, including technology stack, system architecture diagrams, data architecture models, configuration details, and integration points. It is clear, accurate, and version-controlled, with detail of alignment to recognised frameworks (e.g., TOGAF, ITIL, or equivalent). The documentation is quality assured, validated against the implemented solution, and formally accepted by the Authority. Supporting artefacts such as dependency maps, security considerations, and operational procedures are included. The approach ensures maintainability, scalability, and compliance, giving high confidence in operational readiness.	completeness in some sections (e.g., data architecture or integration details). Best practice alignment is referenced but not fully demonstrated. Quality assurance and formal acceptance are mentioned but not clearly detailed. The documentation is functional but may require additional effort from the Authority to achieve full compliance and maintainability. The approach provides moderate assurance.	as system or data architecture are missing or unclear. Best practice alignment is not evident, and quality assurance processes are absent. The documentation raises concerns about accuracy, maintainability, and compliance, requiring significant remediation.	Technology, system, and data architecture details are missing, and the requirement is ignored or misunderstood, resulting in non-compliance.

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F.06	Solution Change	Call-off Service	The Supplier shall provide when requested a 'call-off service' to provide Solution enhancement, in accordance with best practice including support to build any necessary and appropriate business case. Which is compatible with Schedule 21 Variation	300	<ul style="list-style-type: none"> <li>The Supplier provides a clear and comprehensive approach for delivering a call-off service that fully meets the requirement. The service is structured, responsive, and aligned with recognised best practice for solution enhancement and change management. Evidence includes defined processes for scoping, estimating, and delivering enhancements, as well as robust governance for approvals and compliance with Schedule 21 Variation. The Supplier demonstrates capability to support the Authority in building business cases, including cost-benefit analysis, risk assessment, and impact evaluation. Documentation and reporting are thorough, and contractual mechanisms for rapid</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier outlines a call-off service that addresses core requirements but lacks depth in some areas. Processes for enhancement delivery and business case support are mentioned but not fully detailed. Compatibility with Schedule 21 Variation is referenced but not clearly detailed. Governance and mobilisation arrangements are functional but may require additional clarification. The approach provides moderate assurance of responsiveness and compliance.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides minimal detail of a structured call-off service. The approach is vague, with little detail on enhancement delivery, business case support, or alignment with Schedule 21 Variation. Governance and mobilisation processes are unclear or absent. The plan raises concerns about flexibility, compliance, and ability to meet Authority needs.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to demonstrate any coherent approach to providing a call-off service. Enhancement delivery and business case support are not addressed, and compatibility with Schedule 21 Variation is missing. The requirement is ignored or misunderstood, resulting in non-compliance.</li> </ul>

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					mobilisation are in place. The approach gives high confidence in flexibility, quality, and compliance.			
F.07	LPAs	Enablement Support	The Supplier shall provide when requested a 'call-off service' to LPAs to provide enablement support and integration services compatible with the local planning context.	300	<ul style="list-style-type: none"> <li>The Supplier provides a clear and comprehensive approach for delivering a call-off service to LPAs that fully meets the requirement. The service is structured, responsive, and tailored to the local planning context, ensuring compliance with relevant policies, workflows, and systems. Evidence includes defined processes for scoping, estimating, and delivering enablement support and integration activities, with robust governance and quality assurance. The Supplier demonstrates capability to adapt to varying LPA environments, including integration with local systems and data</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier outlines a call-off service that addresses core requirements but lacks depth in some areas. Processes for enablement support and integration are mentioned but not fully detailed, and tailoring to local planning contexts is referenced but not clearly detailed. Governance and mobilisation arrangements are functional but may require additional clarification. The approach provides moderate assurance of responsiveness and adaptability.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides minimal detail of a structured call-off service. The approach is vague, with little detail on enablement support, integration, or adaptation to local planning contexts. Governance and mobilisation processes are unclear or absent. The plan raises concerns about flexibility, compliance, and ability to meet LPA needs.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to demonstrate any coherent approach to providing a call-off service for LPAs. Enablement support and integration services are not addressed, and compatibility with local planning contexts is missing. The requirement is ignored or misunderstood, resulting in non-compliance.</li> </ul>

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					standards. Documentation and reporting are thorough, and contractual mechanisms for rapid mobilisation are in place. The approach gives high confidence in flexibility, scalability, and compliance.			

### 9.11.5 Evaluation Weighting

The maximum score for the 7 questions is 28pts. These points shall be spread across the 3% allocated of the 100% of the total score i.e.:

$$\frac{\sum \text{points scored}}{(7 \times 4)} \times 3 = \text{evaluated score}$$

### 9.11.6 Evaluation Procedure

- The completed response proforma shall be circulated to evaluators.
- Evaluators shall read and analyses the Bidding Entity's response.
- Evaluators are required to conduct their evaluation and complete an evaluation workbook to record comments prior to selecting an appropriate score (3, 2, 1, or 0) and providing remarks to justify the chosen score.
- The evaluation output shall be returned to the moderator and kept secure.
- The evaluation team shall come together and discuss the merits of the response, or otherwise, according to their analysis and collectively determining a single moderated score which shall be recorded into a moderation workbook, with rationale, and the score applied to the final scoring matrix.
- In order differentiate the strongest Bidding Entity, all scores of a '3' shall be treated with the value of '4' in the final scoring matrix i.e. 4, 2, 1, 0 i.e.  $\times 1\frac{1}{3}$ .

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### 9.11.7 Post Evaluation Next Step for Preferred Bidding Entity

- a) The score, any rational recorded, shall be used to elucidate the final text included in the final Contract to ensure to accurate positions are recorded in the Contract.
- b) The Requirements as set out above shall then be incorporated into Schedule 2 Specification of the Contract.
- c) The Bidding Entity's responses shall be incorporated into Schedule 4 Tender (Extracted from Bidding Entity Response).

## 9.12 Part G - Pre and Post Go Live – Support Services

### 9.12.1 Introduction

This sections sets out the evaluation of the services needed to effectively and efficiently support and maintain the APD Solution once live. It assumed the Authority shall undertake 1<sup>st</sup> Line support and 2<sup>nd</sup> and 3<sup>rd</sup> line support are costed options.

### 9.12.2 Scope

The Bidding Entity shall not provide or host the operational service. Instead the Authority shall host the service within its infrastructure under existing contractual arrangements. The Bidding Entity shall collaborate with the hosting and live operational provider under the existing contractual conditions and ways of working which prevail in order to achieve the service levels set out in Schedule 10 (Performance Levels).

The scope of support, maintenance, and change services ensures the APD Solution remains secure, reliable, and aligned with evolving business needs. Services include incident, problem, and service request management under agreed SLAs, proactive monitoring, and performance optimisation. Maintenance covers patching, upgrades, and vulnerability management to maintain compliance and resilience. Change services encompass controlled implementation of enhancements, integrations, and configuration updates through a formal change management process. Documentation, knowledge base updates, and user support are integral. These services guarantee continuity, minimise downtime, and enable scalable improvements, ensuring the Solution remains fit for purpose throughout its operational lifecycle.

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### 9.12.3 Instructions

Complete the relevant Requirements Responses Workbook and set out Bidding Entity response to the requirements detailing the intent of the Solution to be delivered.

### 9.12.4 Evaluation Criteria

Ref	Classification 1	Classification 2	Requirement	Maximum Word Count	Evaluation Criteria			
					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
G.01	Live Solution	Knowledge Transfer	The Supplier shall transfer knowledge to the Authority support and maintenance team (1 <sup>st</sup> and 2 <sup>nd</sup> Line Support, IT Ops Team)	250	<ul style="list-style-type: none"> <li>The Supplier provides a comprehensive and structured knowledge transfer plan tailored for the Authority's support and maintenance teams, including 1st Line Support, 2nd Line Support, and IT Operations. The plan includes detailed training sessions, documentation, and hands-on shadowing opportunities. Evidence of alignment with best practice frameworks (e.g., ITIL) and Authority standards is provided. Knowledge transfer covers operational procedures, troubleshooting, escalation paths, and system dependencies. The Supplier</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier outlines a knowledge transfer approach that addresses core requirements but lacks depth in some areas. Training and documentation are provided but may be generic or incomplete. Engagement with support teams is mentioned but not fully structured. Quality assurance and acceptance processes are referenced but not clearly detailed. The approach is functional but</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides minimal detail of structured knowledge transfer. The approach is vague, with limited detail on training, documentation, or engagement with support teams. There is little indication of alignment with Authority standards or best practice. Acceptance and quality assurance processes are absent. The plan raises concerns about continuity and maintainability.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to demonstrate any coherent approach to knowledge transfer. Training and documentation are missing or incomplete, and the requirement is ignored or misunderstood, resulting in non-compliance.</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
					demonstrates proactive engagement, clear timelines, and quality assurance measures to ensure full capability handover. Acceptance criteria and sign-off by the Authority are included, giving high confidence in operational readiness.	provides moderate assurance of readiness.		
G.02	Live Solution	Warranty	The Supplier shall operate a Warranty Period for 3 calendar months post go live	100	<ul style="list-style-type: none"> <li>The Supplier commits to a clearly defined 3-month warranty period post go-live, fully compliant with the requirement. The warranty terms are comprehensive, covering all defects and issues without additional cost. The Supplier provides clear processes for issue reporting, resolution, and escalation during the warranty period, ensuring minimal disruption. The proposal demonstrates proactive support and</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier offers a 3-month warranty period post go-live that meets the basic requirement. Coverage is acceptable but lacks detail on scope or escalation processes. The approach is functional but does not provide additional value or clarity beyond the minimum obligation. Risk of ambiguity in handling complex issues during the</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier's warranty provision is incomplete or unclear. While a 3-month period is mentioned, the scope of coverage is limited or poorly defined. Processes for issue resolution are vague, and there is little detail of commitment to performance standards during the warranty period. The proposal raises concerns about</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to provide a warranty period of 3 months post go-live or offers terms that do not meet the requirement. There is no clear commitment to defect resolution or performance assurance, creating significant risk to service stability and compliance.</li> </ul>

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					strong assurance of service continuity.	warranty period is moderate.	reliability and accountability.	
G.03	Live Solution	Support and Maintenance	<b>Costed Option:</b> The Supplier shall provide a 2nd and 3rd line support service in accordance with the SoR Part G - Pre and Post Go Live – Support Services and compatible with Schedule 10 (Performance Levels).	<b>300</b>	<ul style="list-style-type: none"> <li>The Supplier offers a comprehensive and robust 2<sup>nd</sup> and 3<sup>rd</sup> line support service fully aligned with the Statement of Requirements (SoR) Part G and Schedule 10 (Performance Levels). The service is proactive, well-documented, and consistently meets or exceeds agreed performance standards. Escalation processes are clear and efficient, with rapid resolution times and minimal disruption. The Supplier demonstrates strong technical expertise, effective communication, and delivers measurable value through continuous improvement initiatives.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier offers a functional 2<sup>nd</sup> and 3<sup>rd</sup> line support service that broadly complies with the SoR Part G and Schedule 10 requirements. While the service meets most performance levels, there may be occasional delays or minor gaps in documentation and escalation processes. Technical capability is sufficient to resolve issues, but responsiveness and communication could be improved. Overall, the service is acceptable but lacks consistency or added</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier offers a 2<sup>nd</sup> and 3<sup>rd</sup> line support service that only partially meets the SoR Part G and Schedule 10 requirements. Performance levels are frequently missed, and escalation processes are unclear or ineffective. Resolution times are slow, and technical expertise appears limited, leading to recurring issues or prolonged downtime. Communication with stakeholders is weak, and there is little detail of</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to provide 2<sup>nd</sup> and 3<sup>rd</sup> line support service in accordance with the SoR Part G and Schedule 10. Critical performance levels are consistently unmet, resulting in significant operational risk or service disruption. Escalation and resolution processes are absent or non-functional, and technical capability is inadequate. The service demonstrates a lack of compliance,</li> </ul>

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						value beyond the minimum requirements.	improvement or adherence to best practices.	reliability, and accountability, posing a serious threat to successful delivery and ongoing support.
G.04	Live Solution	Support and Maintenance	<b>Costed Option:</b> The Supplier shall provide 3rd line support service in accordance with the SoR Part G - Pre and Post Go Live – Support Services and compatible with Schedule 10 (Performance Levels).	250	<ul style="list-style-type: none"> <li>The Supplier offers a fully costed 3<sup>rd</sup> line support service that is comprehensive, clearly documented, and fully compliant with the SoR Part G and Schedule 10 (Performance Levels). The proposal demonstrates strong technical capability, proactive escalation processes, and rapid resolution times. Costs are transparent, well-justified, and represent good value for money. The Supplier shows commitment to continuous improvement and provides clear detail of how the service will minimise risk and ensure operational resilience.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier provides a costed 3<sup>rd</sup> line support service that broadly meets the SoR Part G and Schedule 10 requirements. While the service is functional and costs are reasonable, there may be limited detail on escalation processes or performance monitoring. Technical capability is sufficient but lacks detail of added value or innovation. The proposal meets minimum compliance but does</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier's costed 3<sup>rd</sup> line support service only partially meets the SoR Part G and Schedule 10 requirements. Performance levels are unclear or unlikely to be achieved, and escalation processes lack detail. Costs may appear incomplete, poorly justified, or disproportionate to the service offered. Technical capability is weak, and the proposal does not inspire confidence in the Supplier's ability</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to provide a viable costed 3<sup>rd</sup> line support service in accordance with the SoR Part G and Schedule 10. The proposal lacks compliance, transparency, and credibility. Costs are missing or unrealistic, and there is no detail of adequate technical capability or performance assurance. The service poses significant risk to successful delivery</li> </ul>

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					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
						not demonstrate strong differentiation or optimisation.	to deliver reliable support.	and ongoing support.
G.05	Live Solution	Service	The Supplier shall provide the services in accordance with Schedule 10 (Performance Levels) and shall be liable for service credits as further described in Schedule 10 (Performance Levels) and Schedule 3 (Costs).	200	<ul style="list-style-type: none"> <li>The Supplier demonstrates full compliance with Schedule 10 (Performance Levels) and provides clear, detailed mechanisms for applying service credits as described in Schedule 10 and Schedule 3 (Costs). The proposal includes transparent reporting, proactive monitoring, and robust governance to ensure performance standards are consistently met. Service credit calculations are well-defined, fair, and enforceable, with clear accountability and escalation processes. The Supplier shows strong commitment to contractual obligations and risk mitigation.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier meets the requirement to comply with Schedule 10 and acknowledges liability for service credits. However, the proposal provides limited detail on how compliance will be monitored or how service credits will be applied. Processes are functional but lack clarity or detail of proactive performance management. While acceptable, the approach does not demonstrate strong</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier's proposal only partially addresses compliance with Schedule 10 and service credit liability. Key details on performance monitoring, reporting, or credit application are missing or unclear. The approach raises concerns about enforceability and accountability, and there is little detail of robust governance or risk management.</li> </ul>	<ul style="list-style-type: none"> <li>The Supplier fails to demonstrate compliance with Schedule 10 or liability for service credits as required. The proposal omits critical details or explicitly rejects these obligations, creating significant contractual and operational risk.</li> </ul>

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Ref	Classification 1	Classification 2	Requirement	Maximum Word Count	Evaluation Criteria			
					3 (excellent)	2 (adequate)	1 (poor)	0 (unacceptable)
						assurance or added value.		

### 9.12.5 Evaluation Weighting

The maximum score for the 5 questions is 20pts. These points shall be spread across the 3% allocated of the 100% of the total score i.e.:

$$\frac{\sum \text{points scored}}{(5 \times 4)} \times 3 = \text{evaluated score}$$

### 9.12.6 Evaluation Procedure

- The completed response proforma shall be circulated to evaluators.
- Evaluators shall read and analyses the Bidding Entity's response.
- Evaluators are required to conduct their evaluation and complete an evaluation workbook to record comments prior to selecting an appropriate score (3, 2, 1, or 0) and providing remarks to justify the chosen score.
- The evaluation output shall be returned to the moderator and kept secure.
- The evaluation team shall come together and discuss the merits of the response, or otherwise, according to their analysis and collectively determining a single moderated score which shall be recorded into a moderation workbook, with rationale, and the score applied to the final scoring matrix.

### 9.12.7 Post Evaluation Next Step for Preferred Bidding Entity

- The score, any rational recorded, shall be used to elucidate the final text included in the final Contract to ensure to accurate positions are recorded in the Contract.
- The Requirements as set out above shall then be incorporated into Schedule 2 Specification of the Contract.

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- c) The Bidding Entity's responses shall be incorporated into Schedule 4 Tender (Extracted from Bidding Entity Response).

### 9.13 Part H - Social Value

#### 9.13.1 Introduction

The section fulfils public sector obligations to Contract for secondary benefits from the procurement ensures contracts deliver wider benefits beyond cost; promoting economic growth, sustainability, equality, and community wellbeing while supporting government policy priorities and long-term societal impact.

#### 9.13.2 Scope

The purpose of ADP is driven by the need to speed planning applications decisions, however, the investment can be directed in ways that assist the wider society. Bidding Entities are invited to inspect [Procurement Policy Note 002: The Social Value Model \(HTML\) - GOV.UK](#). The Authority has identified the following as being in scope:

HMG SV Outcome	Model Award Criteria
2. <b>Skills for growth</b> : supporting growth sectors and addressing skills gaps.	2a. <b>Learning and skills development opportunities</b> relevant to the Contract to address skills gaps
3. <b>Resilient, innovative and flexible supply chains</b> : Support economic growth through enabling resilient businesses, opportunities for small businesses and voluntary, community and social enterprises	3a. <b>Create a diverse supply chain to deliver the Contract</b> including new businesses and entrepreneurs, start-ups, SMEs, VCSEs and mutuals Including creating opportunities for entrepreneurship and helping new organisations to grow, supporting economic growth and business creation.

#### 9.13.3 Instructions

Bidding Entities are invited to take forward the material provided in the Procurement Specific Questionnaire and complete the evaluation book clarifying and crystallizing their offer.

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Bidding Entities are required to complete the Tender Submission Workbook and set out the Bidding Entity's detailed response to the requirements describing the intent of the Social Value components of the complete Solution to be delivered.

### 9.13.4 Evaluation Criteria

Ref	Classification 1 (Outcome)	Classification 2 (Model Award Criteria)	Classification 3 (Model Sub Criteria)	Requirement	Maximum Word Count	Evaluation Criteria			
						3 (excellent)	2 (good)	1 (poor)	0 (unacceptable)
H.01	Skills for growth	2a. Learning and skills development opportunities	Employment and relevant skills issues	Please describe your understanding of employment and skills issues relevant to this Contract, including education and training considerations. Your response should address factors such as local demographics, skills shortages, emerging opportunities in high-growth sectors, and any geographic or community-specific employment and skills challenges. Provide illustrative examples where possible and set out any opportunities under this contact.	300	<ul style="list-style-type: none"> <li>Provides a comprehensive and well-detailed understanding of employment and skills issues. Covers all key areas (demographics, skills shortages, high-growth sectors, local challenges) with clear, relevant examples and demonstrates strong insight into education and training needs. Mentions some proactive opportunity under this contact</li> </ul>	<ul style="list-style-type: none"> <li>Shows a reasonable understanding of most key areas with some relevant examples. May lack depth or detail in one or two aspects but demonstrates credible awareness of issues. Opportunities under this Contract are vague.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic understanding. Few or no examples. Misses several key areas, opportunities or lacks clarity on education and training considerations.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to address the question or provides no meaningful information.</li> </ul>

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						3 (excellent)	2 (good)	1 (poor)	0 (unacceptable)
H.02	Skills for growth	2a. Learning and skills development opportunities	Support for educational attainment	Please describe how you will support educational attainment relevant to this Contract. Your response should include details of any training schemes you will implement to address skills gaps and how these will lead to recognised qualifications. Provide examples of partnerships, delivery methods, and expected outcomes where possible.	200	<ul style="list-style-type: none"> <li>Provides a comprehensive, well-structured plan that fully addresses the requirement. Includes clear, practical training schemes targeting skills gaps, leading to recognised qualifications. Demonstrates strong partnerships, innovative delivery methods, and measurable outcomes.</li> </ul>	<ul style="list-style-type: none"> <li>Addresses most aspects with credible actions and some detail. Includes training schemes and qualifications but lacks full clarity on partnerships or measurable outcomes.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions training or qualifications but lacks detail, detail, or clear links to skills gaps.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to address the requirement or provides no meaningful information.</li> </ul>
H.03	Skills for growth	2a. Learning and skills development opportunities	Activities to support relevant sector	Please explain how your organisation will meet the requirement to develop and maintain a diverse and inclusive supply chain for this Contract. Include details of how you will engage start-ups, SMEs, VCSEs, mutuals, and entrepreneurs, create opportunities for	300	<ul style="list-style-type: none"> <li>Provides a comprehensive, well-structured, and innovative approach that fully addresses all aspects of the requirement. Includes clear, practical actions, strong detail of partnerships,</li> </ul>	<ul style="list-style-type: none"> <li>Addresses most aspects with credible actions and some detail of partnerships or mechanisms. However, lacks full detail or measurable activities and</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic coverage of the requirement. Few practical actions or detail of how objectives will be achieved. Lacks clarity</li> </ul>	<ul style="list-style-type: none"> <li>Fails to address the requirement or provides no meaningful information.</li> </ul>

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						3 (excellent)	2 (good)	1 (poor)	0 (unacceptable)
				entrepreneurship, support new organisations' growth, and contribute to wider economic development.		measurable outcomes, and robust delivery and monitoring mechanisms.	outcomes in certain areas.	and measurable outcomes.	
H.04	Skills for growth	2a. Learning and skills development opportunities	Placement opportunities	Please explain how your organisation will deliver apprenticeships, supported internships, and T Level industry placement opportunities (Levels 2, 3, and 4+) as part of this Contract. Your response should describe the types and levels of opportunities you will provide, how these will address skills gaps and support workforce development, any partnerships or delivery models you will use, and the expected outcomes. Include details of how you will monitor and report progress throughout the Contract lifecycle.	200	<ul style="list-style-type: none"> <li>Provides a comprehensive and well-structured plan that fully addresses all aspects of the requirement. Includes clear commitments to apprenticeships, internships, and T Level placements at multiple levels, supported by strong partnerships, innovative delivery methods, and measurable outcomes under this Contract.</li> </ul>	<ul style="list-style-type: none"> <li>Addresses most aspects of the requirement with credible actions and some detail. Includes apprenticeships and placements but lacks full clarity on levels, partnerships, or measurable outcomes.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions opportunities but lacks detail, detail, or clear links to skills gaps and workforce development. Only vague opportunities under this Contract.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to address the requirement or provides no meaningful information.</li> </ul>

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						3 (excellent)	2 (good)	1 (poor)	0 (unacceptable)
H.05	Resilient, innovative and flexible supply chains	Resilient, innovative and flexible supply chains	The level of participation by new businesses	Please describe your understanding of the types of businesses operating in the market relevant to this Contract and the level of participation by new businesses, entrepreneurs, start-ups, SMEs, VCSEs, and mutuals. Your response should include any insights into market dynamics, barriers to entry, and opportunities for engagement.	250	<ul style="list-style-type: none"> <li>Provides a comprehensive and well-detailed understanding of the market. Clearly identifies business types, participation levels, and barriers to entry, supported by relevant data or examples. Demonstrates strong insight into opportunities for engagement and growth with specific opportunities for this Contract.</li> </ul>	<ul style="list-style-type: none"> <li>Shows a reasonable understanding of most key aspects with some relevant examples or data. May lack depth or detail in one or two areas but demonstrates credible awareness of market dynamics. Does identify an opportunity for this Contract</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic understanding. Few or no examples. Misses several key aspects or lacks clarity on participation levels and opportunities.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to address the question or provides no meaningful information.</li> </ul>
H.06	Resilient, innovative and flexible supply chains	3a. Create a diverse supply chain to deliver the Contract	Opportunities to open up sub-contracts under the prime Contract to a diverse range of businesses	Please explain what activities and opportunities you will provide to open up sub-contracts under the prime Contract to a diverse range of businesses. Your response should include how you will engage new businesses,	300	<ul style="list-style-type: none"> <li>Provides a comprehensive and well-structured approach that fully addresses all aspects of the requirement. Includes clear, practical actions, strong detail of outreach and</li> </ul>	<ul style="list-style-type: none"> <li>Addresses most aspects with credible actions and some detail. Includes engagement activities and opportunities but lacks full clarity on mechanisms or</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions subcontracting opportunities but lacks detail, detail, or clear</li> </ul>	<ul style="list-style-type: none"> <li>Fails to address the requirement or provides no meaningful information.</li> </ul>

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						3 (excellent)	2 (good)	1 (poor)	0 (unacceptable)
				entrepreneurs, start-ups, SMEs, VCSEs, and mutuals, and outline any mechanisms or processes you will use to enable their participation.		engagement mechanisms, measurable outcomes, and robust monitoring processes to be undertaken within this Contract.	measurable outcomes.	processes for enabling participation	
H.07	Resilient, innovative and flexible supply chains	3a. Create a diverse supply chain to deliver the Contract	Diverse range of businesses	Please describe your plans for engaging a diverse range of businesses in engagement activities prior to appointing subcontractors. Your response should include details of activities planned before the award of the main Contract and during the Contract term, and how these will involve new businesses, entrepreneurs, start-ups, SMEs, VCSEs, and mutuals.	300	<ul style="list-style-type: none"> <li>Provides a comprehensive and well-structured plan that fully addresses all aspects of the requirement. Includes clear, practical engagement activities both before and after Contract award, strong detail of outreach mechanisms, partnerships, and measurable outcomes.</li> </ul>	<ul style="list-style-type: none"> <li>Addresses most aspects with credible actions and some detail. Includes engagement activities but lacks full clarity on timing, mechanisms, or measurable outcomes.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions engagement activities but lacks detail, detail, or clear processes for involving diverse businesses.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to address the requirement or provides no meaningful information.</li> </ul>
H.08	Resilient, innovative and flexible supply chains	3a. Create a diverse supply chain to deliver the Contract	Advertising of supply chain opportunities	Please describe how you will, or have, advertise supply chain opportunities openly and ensure they	200	<ul style="list-style-type: none"> <li>Provides a comprehensive and well-structured approach that fully</li> </ul>	<ul style="list-style-type: none"> <li>Addresses most aspects with credible actions and some detail.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to address the requirement or provides no</li> </ul>

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						3 (excellent)	2 (good)	1 (poor)	0 (unacceptable)
				are accessible to a diverse range of businesses. Your response should include how you will promote subcontracting opportunities to new businesses, entrepreneurs, start-ups, SMEs, VCSEs, and mutuals, and confirm that all subcontracting opportunities will be advertised on Contracts Finder.		addresses all aspects of the requirement. Includes clear, practical actions for open advertising, strong detail of outreach to diverse businesses, and confirms compliance with Contracts Finder, or equivalent. Demonstrates measurable outcomes and robust monitoring processes.	Includes advertising plans and mentions Contracts Finder or equivalent but lacks full clarity on outreach mechanisms or measurable outcomes.	Mentions advertising but lacks detail, detail, or clear processes for ensuring accessibility to diverse businesses.	meaningful information.
H.09	Resilient, innovative and flexible supply chains	3a. Create a diverse supply chain to deliver the Contract	Ensuring accessibility to contracting and subcontracting opportunities	Please describe how you will ensure accessibility to contracting and subcontracting opportunities for disabled business owners and employees. Your response should include any specific measures, policies, or mechanisms you will implement to remove barriers, promote	200	<ul style="list-style-type: none"> <li>Provides a comprehensive and well-structured approach that fully addresses all aspects of the requirement. Includes clear, practical actions, strong detail of inclusive policies, accessibility measures, and</li> </ul>	<ul style="list-style-type: none"> <li>Addresses most aspects with credible actions and some detail. Mentions accessibility measures and inclusion policies but lacks full clarity on implementation or measurable outcomes.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions accessibility or inclusion but lacks detail, detail, or clear processes for enabling participation.</li> </ul>	<ul style="list-style-type: none"> <li>Fails to address the requirement or provides no meaningful information</li> </ul>

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						3 (excellent)	2 (good)	1 (poor)	0 (unacceptable)
				inclusion, and enable participation by disabled-led businesses and individuals throughout the Contract lifecycle.		measurable outcomes. Demonstrates proactive engagement and monitoring processes.			
H.10	Resilient, innovative and flexible supply chains	3a. Create a diverse supply chain to deliver the Contract	Structuring of the supply chain selection process to ensure fairness	Please describe how you will structure your supply chain selection process to ensure fairness and transparency (e.g., anti-corruption measures) while encouraging participation by a diverse range of businesses. Your response should include how you will enable engagement from new businesses, entrepreneurs, start-ups, SMEs, VCSEs, and mutuals throughout the process.	200	<ul style="list-style-type: none"> <li>Provides a comprehensive and well-structured approach that fully addresses all aspects of the requirement. Includes clear, practical actions to ensure fairness and transparency, strong detail of anti-corruption measures, and detailed mechanisms to encourage participation by diverse businesses. Demonstrates measurable</li> </ul>	<ul style="list-style-type: none"> <li>Addresses most aspects with credible actions and some detail. Mentions fairness and diversity measures but lacks full clarity on implementation or measurable outcomes.</li> </ul>	<ul style="list-style-type: none"> <li>Provides limited or generic information. Mentions fairness or diversity but lacks detail, detail, or clear processes for enabling participation.</li> </ul>	Fails to address the requirement or provides no meaningful information.

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						3 (excellent)	2 (good)	1 (poor)	0 (unacceptable)
						outcomes and robust monitoring processes.			

### 9.13.5 Evaluation Weighting

The maximum score for the 10 questions is 40pts. These points shall be spread across the 10% allocated of the 100% of the total score i.e.:

$$\frac{\sum \text{points scored}}{(10 \times 4)} \times 10 = \text{evaluated score}$$

### 9.13.6 Evaluation Procedure

- The completed response proforma shall be circulated to evaluators.
- Evaluators shall read and analyses the Bidding Entity's response.
- Evaluators are required to conduct their evaluation and complete an evaluation workbook to record comments prior to selecting an appropriate score (3, 2, 1, or 0) and providing remarks to justify the chosen score.
- The evaluation output shall be returned to the moderator and kept secure.
- The evaluation team shall come together and discuss the merits of the response, or otherwise, according to their analysis and collectively determining a single moderated score which shall be recorded into a moderation workbook, with rationale, and the score applied to the final scoring matrix.
- In order differentiate the strongest Bidding Entity, all scores of a '3' shall be treated with the value of '4' in the final scoring matrix i.e. 4, 2, 1, 0 i.e. x1½.

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### 9.13.7 Post Evaluation Next Step for Preferred Bidding Entity

- a) The score, any rational recorded, shall be used to elucidate the final text included in the final Contract to ensure to accurate positions are recorded in the Contract.
- b) The Requirements as set out above shall then be incorporated into Schedule 2 Specification of the Contract.
- c) The Bidding Entity's responses shall be incorporated into Schedule 4 Tender (Extracted from Bidding Entity Response).

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### 9.14 Financial Proposal

#### 9.14.1 Introduction

This section sets out how the submitted pricing shall be evaluated and the weighting of prices converted into evaluation scores.

#### 9.14.2 Evaluation Weighting

The whole life cost of all the following commercial packages, contractable and costed option, shall be aggregated together in accordance with the work book calculations:

Part A	Alpha Phase.
Part B	Beta Phase.
Part C	Implementation to 12 LPAs and Enablement.
Part D	Rollout to 317 -12 LPAs.
Part E	Licensing (if appropriate).
Part F	Support and Maintenance (to April 2029).

#### 9.14.3 Evaluation Procedure

Even though the Contract shall permit a no fault break clause at the end of Alpha, Beta and costed options on 2<sup>nd</sup> and 3<sup>rd</sup> line support, Bidding Entities are required to complete the Pricing Workbook **for all the commercial packets** and ensure the summary page includes the whole life aggregated value over the 39 month period.

#### 9.14.4 Evaluation Criteria

The scores shall be calculated according to the following methodology:

- The scores shall be treated as linear between the highest and lowest cost.
- All tender prices shall be scaled between these two extremes
- The lowest cost Bidding Entity shall secure the full 20% of the allocated percentage points.
- The highest cost bidding entity shall secure 0% of the allocated percentage points
- The mechanism shall be calculated as follows:
  - Step 1: Define Variables**
    - Lowest Cost (L)** = the minimum bid price.
    - Highest Cost (H)** = the maximum bid price.
    - Bidder's Cost (C)** = the cost submitted by a bidder.
    - Maximum Score** = 20%.
  - Step 2: Formula**
  - Step 2: How it works**
    - If C = L (lowest cost), then:

$$\text{Score} = \text{Max \% Score} \times \frac{H - C}{H - L}$$

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$$\text{Score} = 20 \times \frac{H - L}{H - L} = 20$$

ii. If C = H (highest cost), then:

$$\text{Score} = 20 \times \frac{H - H}{H - L} = 0$$

All other costs fall proportionally between 0 and 20.

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### APPENDIX A: FORM OF TENDER

Dear Sir or Madam

#### Form of Tender

I/We, the undersigned, tender and offer to provide the Contract as listed below, which is more particularly referred to in the [invitation to submit final tenders] supplied to me/us for the purpose of tendering for the provision of the Contract and on the terms of the draft Contract.

Included within this Tender are the following documents:

#### [Checklist for Bidding Entity]

[Please list all documents to be submitted.]

Sequential Document Number	SoR Reference Number	Title of Document	Included (Y/N)
<b>Mandatory Documents as Prescribed by the Procurement</b>			
1	Not applicable	This Form of Tender	
2	Not applicable	Procurement Terms and Conditions	
3	Not applicable	Certificate Non-Canvassing and Non-Collusion	
4	Not applicable	Commercially Sensitive Information	
5	Not applicable	Letter of Acceptance of Contract Terms and Conditions	
6	Not applicable	Pricing Workbook	
<b>Optional Documents as Determined by the Core Bidding Entity's Response to the Statement of Requirements</b>			
7			
8			
X + 1			

**Note:** If Bidding Entity do not provide all of the items in the checklist, this may result in the response being treated as non-compliant and therefore rejected.

[I/We confirm that I/we can supply the Contract as specified in our response to the [invitation to submit final tenders] and in accordance with the financial model response submitted.]

[I/We confirm that we accept the terms of the draft Contract as issued with the Invitation to submit final tenders.]

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I/We understand that the Authority reserves the right to accept or refuse this [final tender] in accordance with the Procurement Act 2023 and/or the [invitation to submit final tenders].

I/We confirm that all information supplied to the Authority and forming part of this [final tender] and any previous submissions is true and accurate.

I/We confirm that the Bidding Entity, together with all Associated Bidding Entity:

- are registered on the Central Digital Platform
- have ensured their information contained on the Central Digital Platform is true and accurate

I/We confirm and undertake that if any of such information becomes untrue or misleading that I/we shall notify the Authority immediately and update such information should this be required.

I/We confirm that this [final tender] will remain valid for [Note: Insert time period the final tender should remain valid for] from the date of this form of tender or until any procurement challenge/s have been resolved.

[Note: This time period should also align with the date in the Procurement terms and conditions in Appendix A.]

I/We confirm that I/we are authorised to commit the Core Bidding Entity to the contractual obligations contained in the [invitation to submit final tenders] and the draft Contract.

I/We understand that non-compliance with the requirements of the [invitation to submit final tenders] or with any other instructions given by the Authority may lead to me/us being excluded by the Authority from (further) participation in the Procurement.

I/We agree that the Authority may disclose the Core Bidding Entity's and that of the wider Bidding Entity information/documentation (submitted to the Authority during this Procurement) more widely within government for the purpose of ensuring effective cross-government procurement processes, including value for money and related purposes.

<b>Signature</b>	
<b>Name (print)</b>	
<b>Position</b>	
<b>Bidding Entity name</b>	
<b>Date</b>	

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## MHCLG APD Solution – Invitation to Tender

### APPENDIX B: PROCUREMENT TERMS AND CONDITIONS

#### Procedural Requirements

1. This document together with all other associated documents provided to Bidding Entity in connection with this Procurement contain procedural requirements which Bidding Entity must follow. Failure to comply with or follow any procedural requirement may result in the exclusion of the Bidding Entity from the Procurement at the Authority's sole discretion.

#### Central Digital Platform

2. Bidding Entity that wish to participate in this Procurement are responsible for ensuring that the Central Digital Platform contains complete, accurate and up-to-date information about their organisation and any Associated Bidding Entity which are relevant for the purposes of this Procurement. Bidding Entity must notify the Authority immediately if it is unable to register on the Central Digital Platform and/or provide accurate and up-to-date information via the Central Digital Platform.

#### Transparency

3. Bidding Entity should note that, in accordance with general transparency obligations and procurement law obligations under the Act, the Authority routinely publishes details of its procurement processes and awarded contracts. This includes, but is not limited to, the Contract value, the identity of the successful Bidding Entity, compliance with payment obligations and Contract performance. Compliance with these obligations may involve the Authority taking steps without consultation with Bidding Entity. Where required under the Act, a copy of the Contract will be published (subject to making any reasonable and proportionate redactions permitted under the Act).
4. [All central government departments and their executive agencies and non-departmental public bodies are subject to controls and reporting within government. In particular, they report to various government bodies including but not limited to the Cabinet Office and HM Treasury for all expenditure. The Authority reserves its absolute right to share within government any of the documentation/information submitted by Bidding Entity during this Procurement (including any information that a Bidding Entity considers to be confidential and/or commercially sensitive).]
5. Where required, the Authority will disclose on a confidential basis any information it receives from Bidding Entity during the Procurement to any third party engaged by the Authority for the specific purpose of assessing or assisting the Authority in assessing the Core Bidding Entity's submission. In providing such information the Bidding Entity consents to such disclosure.

#### Modifying the Procurement

6. Neither the Tender Notice, this document nor any information given as part of the Procurement shall be regarded as a commitment or representation on the part of the Authority (or any other person) to enter into a contractual agreement.

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7. The Authority reserves the right to cancel the Procurement at any point and/or to choose not to award any Contract [or lot] as a result of this Procurement. [Any decision by the Authority not to award a lot does not prevent the Authority from awarding the remaining lots].
8. Bidding Entity will remain responsible for all costs and expenses incurred by them, their staff, and their advisers or by any third party acting under their instructions in connection with this Procurement. For the avoidance of doubt, the Authority is not liable for any costs or expenditure resulting from any cancellation or amendment of this Procurement.
9. The Authority reserves the right at any time:
  - a. to issue amendments, modifications or additional information to any documentation which forms part of this Procurement, including the Procurement terms and conditions contained in this Appendix A
  - b. to require a Bidding Entity to clarify their proposal(s) and/or tender submission in writing and/or provide additional information – failure by a Bidding Entity to respond adequately may result in their tender submission being rejected
  - c. to alter the Procurement Timetable for this Procurement [including the right to award different lots at different times]
  - d. to rewind and re-run any part of the Procurement on the same or alternative basis
  - e. to amend the Procurement as described herein, including the number of stages and the number of Bidding Entity to be selected at any stage

### Option to Direct Award

10. In accordance with section 43 of the Act, the Authority reserves the right to switch from a competitive tendering procedure to the direct award of this Contract, where no suitable tenders have been received in that competitive tendering procedure and the Authority considers that the award of a Contract using a competitive tendering procedure under section 19 is not possible in the circumstances.

### Confidentiality and Publicity

11. Save to the extent made publicly available by the Authority, the information in this document (together with all attachments and any other information communicated to Bidding Entity during the Procurement) is made available on the condition that it is treated as confidential information by the Bidding Entity and is not disclosed, copied, reproduced, distributed or passed to any other person at any time except in order to comply with legal obligations or for the purpose of enabling a submission to be made to the Authority, provided that such person has given an undertaking prior to the receipt of the relevant information (and for the benefit of the Authority) to keep such information confidential.
12. Bidding Entity must not take part in any publicity activities with any part of the media about this Procurement without obtaining the express prior written agreement of the Authority. When requesting prior written agreement, Bidding Entity are required to detail the proposed media coverage including format and content of any publicity.

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### Non-Disclosure Agreement

13. [Bidding Entity shortlisted to participate in the [initial tender stage] of this Procurement will be required to sign and return the non-disclosure agreement in accordance with the instructions provided therein. A copy of the non-disclosure agreement can be found at [Appendix X]. Any Bidding Entity that fails to comply with this requirement may be disqualified from the Procurement at the sole discretion of the Authority.]

### Freedom of Information and Environmental Information

14. The Authority is subject to the Freedom of Information Act 2000 (FOIA) and the Environmental Information Regulations 2004 (EIR). All information submitted to the Authority may be disclosed in response to a request made pursuant to the FOIA or the EIR.
15. In respect of any information submitted by a Bidding Entity that it considers to be commercially sensitive, the Bidding Entity should:
- clearly identify which information is considered commercially sensitive and complete the table contained within Appendix D
  - explain the potential implications of disclosure of such information
  - provide an estimate of the period of time for which the Bidding Entity considers that such information will remain commercially sensitive
16. The Authority will endeavour to:
- hold confidential all information submitted by a Bidding Entity that it identifies as being commercially sensitive
  - consult with a Bidding Entity about commercially sensitive information before making a decision on any FOIA requests and EIR requests received
17. Bidding Entity should note, however, that the final decision on any FOIA request and EIR request rests with the Authority, subject to applicable law. Even where information is identified as commercially sensitive, unless an exemption/exception provided for under the FOIA/EIR is applicable, the Authority will be obliged to disclose that information in response to a request. Accordingly, the Authority cannot guarantee that any information marked 'commercially sensitive' will not be disclosed.

### Requirements on Sub-Contractors and Consortium

18. If requested to do so by the Authority, a Core Bidding Entity will be required to enter into a legal arrangement with other members of a consortium or with any parties which are relied on in order to satisfy the conditions of participation relating to this Procurement (in accordance with section 72 of the Act). Acceptance of this request shall be considered a mandatory requirement and failure to accept the same may result in the Bidding Entity's exclusion from the Procurement.

### Parent Company Guarantee or Other Securities

19. The Authority reserves the right to require a parent company guarantee or alternative equivalent form of security should the Core Bidding Entity be successful

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in this Procurement. [A draft guarantee is included in [Schedule X to the draft Contract.]

20. Where the Core Bidding Entity's parent company is incorporated outside the United Kingdom, the Authority will require a legal opinion from an independent firm of lawyers practising in that jurisdiction (at the Core Bidding Entity's own cost and expense) as to the capacity/authority of the parent company to enter into the parent company guarantee and the enforceability of the terms of the parent company guarantee in the relevant overseas jurisdiction.
21. Notwithstanding the above, the Authority may specify minimum contractual financial security requirements as appropriate having regard to the financial assessment undertaken during this Procurement. Where the Authority specifies any financial security requirements, acceptance of the requirements shall be considered a mandatory condition and failure to accept the same may result in the Bidding Entity's exclusion from the Procurement.

### Non-Collusion, Non-Canvassing

22. Any attempt by a Bidding Entity or their advisers to influence the Procurement in any way may result in the exclusion of the Bidding Entity, without prejudice to any other civil or legal remedies available to the Authority and without prejudice to any criminal liability that such conduct by a Bidding Entity may attract.
23. Specifically, Bidding Entity must not directly or indirectly at any time:
  - a. devise or amend the content of their submissions in accordance with any agreement or arrangement with any other person, other than in good faith with a person who is a proposed partner, subcontractor, consortium member insurance provider or provider of finance
  - b. enter into any agreement or arrangement with any other person as to the form or content of any other submission or offer to pay any sum of money or valuable consideration to any person to effect changes to the form or content of any other submission
  - c. enter into any agreement or arrangement with any other person that has the effect of prohibiting or excluding that person from submitting a response in this Procurement
  - d. canvass any employees, members or agents of the Authority in relation to this Procurement
  - e. attempt to obtain information from any of the employees, members or agents of the Authority or their advisors concerning another Bidding Entity or submission
  - f. carry out any other co-operation or collusion with another Bidding Entity or any other person which the Authority considers capable of undermining fair competition
24. Bidding Entity are required to complete and return Appendix G (Certificate of non-collusion and non-canvassing) noting that the Authority will be entitled to rely on the information provided in the certificate.

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### Conflicts of Interest

25. Bidding Entity are responsible for ensuring that no actual, potential or perceived conflicts of interest (within the meaning of the Act) exist between themselves and the Authority or its advisers. Bidding Entity must notify the Authority immediately of any actual, potential or perceived conflict of interest.
26. In the event of any actual, potential or perceived conflict of interest, the Authority shall in its absolute discretion decide on the appropriate course of action. The Authority reserves the right to:
- a. exclude any Bidding Entity that fails to notify the Authority of an actual, potential or perceived conflict of interest, or where an actual conflict of interest exists
  - b. request further information from any Bidding Entity and require any Bidding Entity to take reasonable steps to mitigate a conflict of interest. This may include requiring any Bidding Entity to enter into a specific conflict of interest agreement with the Authority. Failure to do so may result in the Bidding Entity being excluded from participating in, or progressing as part of, the Procurement process
27. The Authority strongly encourages Bidding Entity to contact the Authority as soon as possible using the Portal should it have any concerns regarding actual, potential or perceived conflicts of interest.

### Conflict Assessments

28. The Authority confirms that, prior to the issue of the Tender Notice in this Procurement, a conflict assessment has been prepared in accordance with the Act.

### Intellectual Property

29. Bidding Entity are reminded that all intellectual property rights, including copyright, in the documents and materials supplied by the Authority and/or its advisers in this Procurement, in whatever format, belong to the Authority, its advisers or the relevant owner/licensor. Bidding Entity shall not copy, reproduce, distribute or otherwise make available any part of these documents to any third party (except for the purpose of preparing a submission) without the prior written consent of the Authority. All documentation supplied by the Authority in relation to this Procurement must be returned or destroyed on demand, without any copies being retained by Bidding Entity.

### Ethical Walls Agreement

30. As a condition of participating in this Procurement, Bidding Entity will be required to sign and return a copy of the ethical walls agreement contained in [Appendix X] by the deadline stipulated in the Procurement timetable. Any Bidding Entity that fails to comply with this requirement may be disqualified from the Procurement at the discretion of the Authority.
31. In accordance with the terms of the ethical walls agreement, Bidding Entity must notify the Authority immediately in writing where an unfair advantage or a perceived, potential or actual conflict of interest exists between the Bidding Entity (in this

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context this includes but is not limited to any consortium member, subcontractor and/or advisers of the same) and the Authority and/or its advisers. Any Bidding Entity that fails to comply with this requirement may be disqualified from the Procurement at the discretion of the Authority. These conditions are without prejudice to the obligations within the ethical walls agreement.

### Anti-Competitive Behaviour

32. Bidding Entity are reminded of their obligations under applicable competition laws. The Authority may require detail from Bidding Entity that their arrangements are not anti-competitive and reserves the right to require any Bidding Entity to comply with any reasonable measures which may be needed to verify that no anti-competitive arrangements are in place.
33. Any detail of anti-competitive behaviour may result in a Bidding Entity being disqualified from the Procurement. The Authority also reserves the right to refer any suspected breaches of applicable competition laws to the relevant authorities including, but not limited to, the Competition and Markets Authority and the Serious Fraud Office.
34. Bidding Entity should note that anti-competitive behaviour may result in the Bidding Entity being excluded from bidding for contracts under Schedule 7, Paragraph 7 of the Act. Where a relevant decision has been made by the Competition and Markets Authority under the Competition Act 1998, the Bidding Entity may also be excluded from bidding for contracts under Schedule 6, paragraph 41 and may be added to the debarment list and/or be liable for civil and/or criminal penalties.

### Contract

35. A tender submission is an offer to enter into a Contract on the terms of the contents of the submission. Notification of an award decision does not constitute acceptance by the Authority. Any document submitted by a Bidding Entity shall only have contractual effect when it is contained within an executed written Contract.
36. The Core Bidding Entity's final tender submission must remain valid for acceptance for a period of **60 Days** from the date of its submission or until any procurement challenge/s have been resolved.

### Bidding Entity Withdrawal

37. Bidding Entity may withdraw from the Procurement at any time before the [final tender] submission deadline by providing written notification to the Authority [via the Portal].
38. [[Note: Amend text as necessary to reflect the Procurement stage] In the event that a Bidding Entity withdraws from the Procurement prior to the submission deadline for initial tenders, the Authority reserves the right (but shall not be obliged) to invite the next highest ranked Bidding Entity that submitted a valid response to the invitation to participate but which attained a score that was not sufficiently high for it to be shortlisted, to be re-instated in the Procurement and invited to submit an initial tender.]

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### Modifying your Final tender

39. Bidding Entity may modify their submitted [final tenders] prior to the submission deadline. (The Authority will not open ([final tenders] until after the submission deadline set out in the Procurement Timetable.)

### Bidding Entity Eligibility

40. Bidding Entity are reminded that the eligibility requirements in this document, Tender Notice and all other associated tender documents apply to the Procurement at all times.
41. The Authority reserves the right to require any Bidding Entity to provide such further information as the Authority may require (and for the avoidance of doubt, the Authority may make multiple requests) as to any issue addressed in the [ITP], including, but not limited to, the economic and financial standing of the Bidding Entity at any stage of the Procurement and prior to the notification of the award decision and/or the award of the Contract.
42. The Authority must be notified in writing via the Portal promptly of any changes in the information that the Bidding Entity has provided in its response to this Procurement (including but not limited to arrangements in relation to any Associated Bidding Entity) at any point before the entry into the Contract so that the Authority may assess whether the Bidding Entity continues to satisfy the relevant conditions of participation and should continue to qualify for participation in the Procurement. For the avoidance of doubt, the Authority reserves the right to take such action as it deems appropriate in the light of its assessment of the updated information, including (but not limited to) excluding the Bidding Entity concerned from the Procurement.

### Bidding Entity Warranties

43. In responding to this invitation, the Bidding Entity warrants, represents and undertakes to the Authority that:
- b. it understands and has complied with the conditions set out in this document
  - c. all information, representations and other matters of fact communicated (whether in writing or otherwise) to the Authority by the Bidding Entity, its staff or agents in connection with or arising out of the Procurement are true, complete and accurate in all respects, both as at the date communicated and as at the date of the submission of the response to this document
  - d. it has made its own investigations and undertaken its own research and due diligence, and has satisfied itself in respect of all matters (whether actual or contingent) relating to the invitation and has not submitted its response in reliance on any information, representation or assumption which may have been made by or on behalf of the Authority (with the exception of any information which is expressly warranted by the Authority)
  - e. it has full power and authority to respond to this document and to perform the obligations in relation to the Contract and will, if requested, promptly produce detail of such to the Authority

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44. Bidding Entity should note that the potential consequences of providing incomplete, inaccurate or misleading information include that:
- a) the Authority may exclude the Bidding Entity from participating in this Procurement
  - b) the Bidding Entity may be excluded from bidding for contracts under Schedule 7, Paragraph 13 of the Act
  - c) the Authority may rescind any resulting Contract under the Misrepresentation Act 1967 and may sue the Bidding Entity for damages
  - d) if fraud or fraudulent intent can be proved, the Bidding Entity may be prosecuted and convicted of the offence of fraud by false representation under section 2 of the Fraud Act 2006, which can carry a sentence of up to 10 years or a fine (or both) – if there is a conviction, then the Bidding Entity may be excluded from bidding for contracts under Schedule 6, Paragraph 15 of the Act and may be added to the debarment list

### Third Parties

45. Nothing in these terms is intended to confer any rights on any third party under the Contracts (Rights of Third Parties) Act 1999. This does not affect any right or remedy of any person which exists or is available apart from that Act.

### Applicable Law

46. The laws of England and Wales are applicable to this Procurement.
47. Bidding Entity must agree to submit to the exclusive jurisdiction of the Courts of England and Wales in relation to any dispute arising out of or in connection with this Procurement.

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### APPENDIX C: CERTIFICATE OF NON-CANVASSING AND NON-COLLUSION

#### Statement of Non-Canvassing

I/we hereby certify that I/The Authority hasnot canvassed any minister, official, representative or adviser of the Authority in connection with this Procurement and the proposed award of the Contract by the Authority, and that no person employed by me/us or acting on my/our behalf, or advising me/us, has done any such act. I/we agree that the Authority may, in consideration of our tender, and in any subsequent actions, rely on the statements made in this certificate.

I/we further hereby undertake that I/we will not canvass any minister, official, representative or adviser of the Authority in connection with the Procurement and/or award of the Contract and that no person employed by me/us or acting on my/our behalf, or advising me/us, will do any such act.

#### Statement of Non-Collusion

The Authority must receive bona fide competitive tenders from all Bidding Entity.

In recognition of this requirement, I/we certify that this is a bona fide offer, intended to be competitive and that I/The Authority hasnot fixed or adjusted the amount of the offer or the price in accordance with any agreement or arrangement with any other person (except any Associated Bidding Entity identified in this offer).

I/we also certify that I/The Authority hasnot done, and undertake that I/we will not do, at any time during the Procurement or, in the event of my/our final tender being successful, during the term of the Contract, any of the following acts:

- a. communicate to any person, other than the Authority, the amount or approximate amount of my/our proposed offer except where the disclosure in confidence was essential to obtain insurance premium quotations required for its preparation
- b. enter into any agreement or agreements with any other person that they shall refrain from participating in the tendering process carried out by the Authority or as to the amount of any offer submitted by them during the course of this process
- c. cause or induce any person to enter into such an agreement as is mentioned in paragraph 2 above or to inform us of the amount or the approximate amount of any other tender for the Contract
- d. commit any offence under the Bribery Act 2010
- e. offer or agree to pay or give or actually pay or give any sum of money, inducement or valuable consideration, directly or indirectly, to any person for doing or having done or having caused to be done in relation to any other tender or proposed tender for the performance of the Contract

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In this certificate, the word 'person' includes any person, body or association, corporate or incorporate and 'agreement' includes any arrangement whether formal or informal and whether legally binding or not.

I/we agree that the Authority may, in its consideration of the tender and in any subsequent actions, rely on the statements made in this Certificate.

**Signature**

**Name (print)**

**Position**

**Bidding Entity name**

**Date**


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### APPENDIX D: COMMERCIALLY SENSITIVE INFORMATION

This appendix should be read in conjunction with the relevant paragraphs relating to freedom of information (FOIA) and environmental information (EIR) in the Procurement terms and conditions.

I declare that I wish the following information to be designated as commercially sensitive:

--

The reason(s) it is considered that this information should be exempt under FOIA and EIR is:

--

The period of time for which it is considered this information should be exempt is:

--

Bidding Entity to amend as appropriate [until award of Contract OR during the period of the Contract OR for a period of [number] years until [month], [year]].

--

**Signature**

**Name (print)**

**Position**


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**Bidding Entity name**

**Date**


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### APPENDIX E: GLOSSARY

Defined term	Definition
Act	means the Procurement Act 2023.
Associated Bidding Entity	means a Bidding Entity who is associated with another Bidding Entity if either (a) the Bidding Entity are submitting a tender together, or (b) the Authority is satisfied that the Bidding Entity will enter legally binding arrangements to the effect that the Bidding Entity will sub-Contract the performance of all or part of the Contract to the other, or the other Bidding Entity will guarantee the performance of all or part of the Contract by the Bidding Entity (as set out in section 22(9) of the Act).
Authority	means the Ministry of Housing, Communities and Local Government
Bidding Entity	means the collective of suppliers making up the Bidding Entity entering into a commercial union or consortium to deliver the Services required by the Authority.
Central Digital Platform	means the online system defined by regulation 5(2) of the Procurement Regulations 2024 (SI 2024 No. 692).
Competitive Flexible Procedure	means the competitive flexible procedure as defined by section 20 of the Act.
DSIT	means the Ministry of Science, Innovation and Technology
Contract	means the Contract to be entered into by the Authority with the successful Bidding Entity.
Core Bidding Entity	means the lead Bidding Entity of any commercial union or consortium or the only Bidding Entity
ITT	means Invitation to Tender
MAT	means the Most Advantageous Tender and refers to the tender that offers the best overall value to the Authority, considering a combination of factors, not just the lowest price

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Defined term	Definition
Portal	means the Jagger portal used by the Authority for the purposes of this Procurement and which can be accessed here: <a href="#">Department for Business, Energy &amp; Industrial Strategy</a> .
Procurement	means this Competitive Flexible Procedure procurement process.
Procurement Timetable	means the timetable for this Procurement as set out in this document.
Solution	means the technology-based system or service designed to solve a specific business or operational problem by integrating hardware, software, networks, and processes which typically includes: hardware (computers, servers, devices), software (applications, platforms), connectivity (networks, cloud services) and the configuration of people and processes in its quest to improve efficiency, enable communication, and support decision-making through technology.
Supplier or Suppliers	means a supplier or suppliers (as the case may be) participating in the Procurement
Tender Notice	means the tender notice with reference: ntc_4358 published on 16 <sup>th</sup> December on the Central Digital Platform

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