

THE ROYAL VETERINARY COLLEGE

**INVITATION TO TENDER FOR THE
PROVISION OF A MAIN CONTRACTOR FOR
THE**

**HAWKSHEAD CAMPUS REDEVELOPMENT –
SITE A**

**APPENDIX 2 to SELECTION
QUESTIONNAIRE**

**EVALUATION
METHODOLOGY**

Main Contractor Services

2019 - 009584

Evaluation Methodology to accompany the Selection Questionnaire

1 Evaluation Methodology

The Standardised Questionnaire (SQ) refers throughout to the “Authority” and the “Supplier”. These terms should be read and construed as meaning the “College” and the “Candidate” respectively.

Each SQ response (or where relevant the composite SQ response including the individual SQ responses forming part of a bid made on behalf of a group) will be assessed in accordance with the stages detailed below. The College may decide to undertake these assessment stages in any order or to undertake one or more stages concurrently.

Further guidance on the method of assessment for each section of the SQ is included in Table A below.

Please note that for bids made by groups of economic operators, the disqualification, at any stage, of a Consortium Member (or a sub-contractor) being part of bidding model will result in the disqualification of the Candidate’s entire composite SQ response where such disqualification results in the composite SQ response failing to meet minimum requirements. Scored questions where the total study set required applies to the entire Candidate bidding model (not to individual Consortium Members or Key Supply Chain Members) will be evaluated as a whole and a single score allocated to the joint response.

1.1 Stage 1: Compliance check

SQ responses will be checked for compliance to ensure that they have been completed correctly and all requested information and/or documentation has been provided. Subject to the principles of equal treatment and transparency, the College reserves the right to:

- (a) reject an SQ response as non-compliant if it has not been correctly completed in the format requested and/or if it contains omissions and/or where full and accurate information or documents have not been provided; or
- (b) request that a Candidate submits, supplements, clarifies or completes the relevant information or documentation in its SQ response within a specified time limit. Failure to provide a full and accurate response to this request and/or failure to respond within the time limit specified by the College may result in the rejection of the relevant SQ response.

If a Candidate’s SQ response is rejected at this point the Candidate will be disqualified from the procurement.

1.2 Stage 2: Grounds for exclusion

1.3 Stage 2A: Mandatory grounds for exclusion (SQ response form Part 2, Section 2)

This is a pass/fail assessment. The Candidate’s response to Part 2, Section 2.1 and 2.2 of the SQ response form will be reviewed to confirm that the Candidate does not fall within any of

the mandatory grounds for exclusion from the procurement (please refer to Table A below for further guidance on the pass / fail assessment for this section and the possible exemptions to mandatory exclusion). If a Candidate's SQ response fails this stage 2A, the Candidate will be disqualified from the procurement.

- 1.4 Stage 2B: Mandatory and discretionary grounds for exclusion (Part 2 – Section 2.3 (a) and (b) the SQ response form – tax compliance)

This is a pass/fail assessment. The Candidate's response to Part 2, Section 2.3(a) and (b) of the SQ response form will be reviewed to confirm whether the Candidate falls within any of the mandatory or discretionary grounds for exclusion from the procurement in relation to tax compliance (please refer to Table A below for further guidance on the pass / fail assessment for this section and the possible exemptions to exclusion). If a Candidate's SQ response fails this stage 2B, the Candidate will be disqualified from the procurement (in relation to a mandatory ground) and may be disqualified from the procurement in relation to the discretionary ground.

- 1.5 Stage 2C: Discretionary grounds for exclusion (SQ response form Part 2, Section 3)

This is a pass/fail assessment. The Candidate's response to Part 2, Section 3.1 and 3.2 of the SQ response form will be reviewed to confirm whether the Candidate falls within any of the discretionary grounds for exclusion from the procurement (please refer to Table A below for further guidance on the pass / fail assessment for this section and the possible exemptions to discretionary exclusion). If a Candidate's SQ response fails this stage 2C, the Candidate may be disqualified from the procurement.

- 1.6 Stage 3: Economic and financial standing (Part 3, Section 4 and 5 of the SQ response form)

Parts of this section are a pass/fail assessment. The College will assess the Candidate's response to Part 3, Sections 4 and 5 of the SQ response form and your response to Part 1, Section 1.2 (proposed bidding model). *Please refer to Table A for further guidance on the pass / fail assessment for these sections.* If a Candidate's SQ response fails this stage 3, the Candidate may be disqualified from the procurement.

- 1.7 Stage 4: Technical and professional ability (Part 3, Section 6 of the SQ response form)

This is a scored assessment. The College will assess your technical and professional ability based on the information you provide in response to Part 3, section 6 of the SQ response form in conjunction with the evidence provided by your customer references (where the College takes up references). A score will be awarded for your response in accordance with the guidance and scoring scheme set out in Table A.

Note: Please also refer to the instructions included in Table A regarding the number of contract examples required for bids made on behalf of a group. For the avoidance of doubt, only three examples are required for the entire group. The College's assessment of this section will be an overall assessment of the relevant parties' technical and professional abilities, skills, experience, efficiency and reliability to deliver the College's requirements, as evidenced in the contract examples provided which should demonstrate the Candidate's capabilities and experience in the core competencies specified in section 6 of the SQ response form. Only one overall mark will be awarded for the composite SQ response of the group.

Please also note the circumstances when a Candidate's SQ response may **fail** this section as set out in Table A. If a Candidate's SQ response fails this stage 4, the Candidate may be disqualified from the procurement.

- 1.8 Stage 5: Additional questions / project specific requirements (Part 3, Sections 7 to 11 inclusive of the SQ response form)

Section 7 (Modern Slavery Act), Section 8.1 (Equal Opportunities) and Section 10.1 (Health & Safety): **Each of these sections of the SQ response form is subject to a pass/fail assessment.** Please refer to Table A below for further guidance on the pass/fail assessment for each section.]

If a Candidate's SQ response fails any pass/fail assessment of Part 3, Section 7, Section 8 or Section 10 the Candidate may be disqualified from the procurement.

Note: Other Sections or part thereof are subject to **pass/fail assessments** and the Candidate should consult Table A for details.

2 Ranking and Selection

Those SQ responses that have not failed any of Stages 1 to 6 will be ranked based on their total weighted score out of 100 for the scored elements as shown below.

SQ response form Section number	Core competency (section 6 only)	Max score	Core competency weighting %	Max Weighted score
	Core Competency 1	10	10 %	10 %
	Core Competency 2	10	20 %	20 %
	Core Competency 3	10	20 %	20 %
	Core competency 4	10	20 %	20 %
	Core Competency 5	10	20 %	20 %
	Core competency 6	10	10 %	10 %
Total			100%	100%

The top five (5) ranking Candidates based on the five (5) highest weighted scores for the scored evaluation of SQ responses will be invited to take part in the next stage of the procurement. In the event of a tie for 5th place, the College reserves the right to invite an additional Candidate (or Candidates) to participate in the next stage.

In the event that there are fewer than five (5) suitably qualified Candidates (i.e. fewer than five (5) Candidates pass Stages 1 to 5) the College may take through fewer than five (5) suitably qualified Candidates provided that there is a sufficient number of Candidates to ensure genuine market competition.

Candidates who have been unsuccessful will be notified and will take no further part in the procurement.

Table A

SQ Part and Section Number	SQ Section Name	Assessment Method	Guidance
Part 1	Potential Candidate Information		
1.1	Potential Candidate information	Information	These sections will be checked for compliance in accordance with Stage 1 above.
1.2	Bidding model	Information	If the Candidate answers “Yes” to section 1.1(i) and/or 1.1(j), the Candidate must also confirm it has the necessary registration and/or authorisation (as appropriate) and provide relevant details of such registration/authorisation. Failure to do so may result in the SQ response being rejected as non-compliant. Failure to complete any of the information in this section may result in the SQ response being rejected as non-compliant. Failure to supply contact details will render the SQ response non-compliant and will be rejected.
1.3	Contact details and declaration	Pass/Fail	
	Grounds for Exclusion		
Part 2 Section 2	Grounds for mandatory exclusion – criminal offences (within the last 5 years) - Regulations 57(1) and (2)	Pass/Fail	<p>FAIL: You will fail this section and be excluded from the procurement if you answer “Yes” (i.e. a conviction within the last 5 years) in respect of any of the specific criminal offences as referred to in section 2.1(a) being those listed in full in Regulations 57(1) and (2) (details of which are provided at Annex A of the SQ response form) <u>and</u> the College considers that you have not provided sufficient evidence of ‘self cleaning’ in respect of the relevant offence(s). (See below for a full explanation of ‘self cleaning’)</p> <p>PASS: You will pass this section if you answer “No” to section 2.1(a) (i.e. no convictions within the last 5 years) in respect of any of the specific criminal offences as referred to in section 2.1(a) being those listed in full in Regulations 57(1) and (2) (details of which are provided at Annex A of the SQ</p>

SQ Part and Section Number	SQ Section Name	Assessment Method	Guidance
			response form) OR you answer “Yes” in respect of any of the offences listed <u>and</u> the College considers that your response to section 2.1(b) and 2.2 provides sufficient evidence of ‘self-cleaning’ in respect of all the relevant offence(s) identified.
Part 2 Section 2			<p><u>Self cleaning (This applies to sections 2.1(a) and 3.1)</u></p> <p>If you answer ‘Yes’ to any of the circumstances in 2.1(a) or 3.1 you should provide sufficient evidence, in your responses to section 2.1(b) and 2.2 and/or section 3.2 (as applicable), which summarises the circumstances of the offence or misconduct and any remedial action which you have taken subsequently in each case to ‘self-clean’ the situation and demonstrate, to the satisfaction of the College, your reliability notwithstanding the existence of the relevant ground for exclusion.</p> <p>If, in respect of the relevant section, the College decides the evidence of ‘self-cleaning’ is sufficient (and the College’s decision on this point shall be final), you will be allowed to pass the relevant section. For the evidence to be considered sufficient you must, as a minimum prove that you have:</p> <ul style="list-style-type: none"> - paid or undertaken to pay compensation in respect of any damage caused by the criminal offence or misconduct; - clarified the facts and circumstances in a comprehensive manner by actively collaborating with the investigating authorities; and - taken concrete technical, organisational and personnel measures that are appropriate to prevent further criminal offences or misconduct. <p>The measures you have taken, and the evidence of these, shall be evaluated by the College taking into account the gravity and particular circumstances of the criminal offence or misconduct. Where</p>

SQ Part and Section Number	SQ Section Name	Assessment Method	Guidance
			the College considers such measures to be insufficient you will be provided with a statement of reasons.
Part 2 Section 2.3(a) and (b)	Grounds for mandatory and discretionary exclusion – non payment of taxes (within the last 5 years) – Regulation 57(3)	Pass/Fail	<p>FAIL: You will fail this section and be excluded from the procurement if you have answered “Yes” to section 2.3(a) (i.e. a breach of an obligation to pay taxes or social security contributions which has been the subject of a binding judicial or administrative decision within the last 5 years) <u>and</u> the College determines, based on the evidence which you have provided in your response to section 2.3(b) (if any), that none of the exceptions from exclusion as set out below apply.</p> <p>In addition, at the discretion of the College, you may FAIL this section where the College can demonstrate by an appropriate means that you are in breach of your obligations relating to the payment of taxes or social security contributions <u>and</u> the College determines that none of the exceptions from exclusion as set out below apply.</p> <p><u>Exceptions from exclusion under this ground:</u></p> <ul style="list-style-type: none"> - You will not fail this section, if you have provided evidence to confirm that you have fulfilled your obligations by paying or entering into a binding arrangement with a view to paying the taxes or social security contributions due, including any applicable interest accrued or fines; - The College may decide, to disregard the ground for exclusion where a fail for this section would be disproportionate because either: <ul style="list-style-type: none"> o only minor amounts of taxes or social security contributions are unpaid; or o you have not yet had time to fulfil your obligations to pay taxes / social security contributions in the time since learning of the of the exact amount due.

SQ Part and Section Number	SQ Section Name	Assessment Method	Guidance
			PASS: You will pass this section if you answer “No” to this section; OR you have answered “Yes” but one of the exceptions from exclusion as identified above applies.
3.1 (a) to (j)	Grounds for discretionary exclusion – Part 1 – Regulation 57(8)	Pass/Fail	<p>FAIL: You may fail this section and be excluded from the procurement if you answer “Yes”, that any of the specific situations as listed at section 3.1(a) to (j) have applied to your organisation in the last 3 years or currently apply <u>and</u> the College considers that your response to section 3.2 (if any) does not provide sufficient evidence of ‘self cleaning’ in respect of the relevant situation(s).</p> <p>PASS: You will pass this section if you answer “No” that none of the specific situations as listed at section 3.1(a) to (j) have applied to your organisation in the last 3 years or currently apply; OR you have answered “Yes” in respect of any of the specific situations listed in section 3.1 <u>and</u> the College considers that your response to section 3.2 provides sufficient evidence of ‘self-cleaning’ in respect of the relevant situation(s).</p>
4.	Economic and Financial Standing		
4.1	Financial information to demonstrate financial standing	Information	This section will be checked for compliance in accordance with Stage 1 above to ensure that the Candidate has confirmed that if requested it can provide either audited accounts for the last three years or one of the alternative sources of financial information identified at section 4.1(a) to (d) to demonstrate its economic/financial standing.
4.2	Minimum financial standing [or turnover] requirements	Pass/Fail	The College requires the Candidate to have the following minimum level of economic and financial standing to meet the following financial threshold(s):

SQ Part and Section Number	SQ Section Name	Assessment Method	Guidance
			<ol style="list-style-type: none"> 1. Minimum annual average turnover of 50 million UK pounds over the last three trading years' audited accounts. 2. Profit making in at least one of the last three trading years' audited accounts. 3. Average cash reserves in excess of 5 million UK pounds in the last reported accounts. <p>Fail: The Candidate may fail this section and be excluded from the procurement where they answer 'no' to this section and so cannot confirm they meet College's specified minimum level of economic and financial standing / meet the College's minimum financial threshold(s).</p> <p>Pass: The Candidate will pass this section where they answer 'yes' to section 4.2 and so self-certify they meet the College's specified minimum level of economic and financial standing / meet the College's minimum financial threshold(s).</p> <p>Note that the College may request the financial evidence referred to in section 4.1 at any stage in the procurement and may disqualify the Candidate where the evidence is not provided and/or is not provided within any timescale specified by the College and/or where the evidence provided by the Candidate does not support the Candidate's self-certification in response to section 4.2 and so does not confirm the Candidate (or any offered guarantor) meets the College's specified minimum level of economic and financial standing / minimum financial threshold(s).</p>
4.5	Insurance requirements	Pass/Fail (for each of the insurances specified)	FAIL: You will fail this section if you do not have and cannot commit to obtaining, prior to the commencement of the contract, insurance cover for all specified classes of insurance at or above the levels of indemnity specified.

SQ Part and Section Number	SQ Section Name	Assessment Method	Guidance
			PASS: You will pass this section if you already have or can commit to obtaining, prior to the commencement of the contract, insurance cover for all specified classes of insurance at or above the levels of indemnity specified.
5.	Larger Organisation		
5.1	Parent company (or other financial guarantee)	Pass/Fail	<p>The Candidate's response to this section will be checked for compliance in accordance with Stage 1 and will then be assessed as part of the College's overall assessment of the Candidate's economic and financial standing (as described above in the guidance relating to section 4.2).</p> <p>Where the Candidate is part of a wider group and its answers to sections 5.1 to 5.3 do not confirm that a guarantee from either a parent company or other entity (e.g. bank) can be provided if necessary and, in the opinion of the College, the absence of a guarantee poses a material risk to the Candidate's financial ability to deliver the College's contract requirements, this may result in the Candidate failing the overall financial and economic standing assessment.</p>
6.	Technical and Professional Ability		
6.1 or 6.3	Relevant experience and contract examples – assessment of core competencies	Evaluation (score out of 10)	<p>A Candidate may provide <u>no more than three</u> contract examples for the composite SQ response. Any contract examples submitted in excess of the three examples permitted will be disregarded.</p> <p>The contract examples provided will be assessed and an overall score out of 10 will be awarded for each of the six core competencies identified in section 6 of the SQ response form. The weightings associated with each competency are shown in the table below. Please also note that the College has set minimum score requirements for competencies. Where your SQ response does not achieve</p>

SQ Part and Section Number	SQ Section Name	Assessment Method	Guidance																												
			<p>the minimum score requirement for any core competency the College reserves the right to fail the SQ response and exclude you from the procurement. The minimum score requirements for relevant core competencies are shown in the table below.</p> <table border="1" data-bbox="920 596 2076 932"> <thead> <tr> <th></th> <th>Core competency</th> <th>Minimum score point requirement</th> <th>Weighted Percentage</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Quality based project experience</td> <td>3</td> <td>3 %</td> </tr> <tr> <td>2</td> <td>Campus based project experience</td> <td>3</td> <td>6 %</td> </tr> <tr> <td>3</td> <td>Project Management systems</td> <td>3</td> <td>6 %</td> </tr> <tr> <td>4</td> <td>Existing Buildings</td> <td>3</td> <td>6 %</td> </tr> <tr> <td>5</td> <td>Building services installations</td> <td>3</td> <td>6 %</td> </tr> <tr> <td>6</td> <td>Handover and Commissioning</td> <td>3</td> <td>3 %</td> </tr> </tbody> </table> <p>The College may also request references from the named customer contacts identified in your response and, where references are requested, these will be taken into account when marking your response to this section. In addition, and in accordance with section 3(g) of the SQ response form, the College may FAIL your response and may exclude you from the procurement if a customer reference indicates significant or persistent deficiencies in your performance of a prior contract which led to early termination, damages or other prior sanctions and the College considers you have not provided sufficient evidence of 'self-cleaning'.</p>		Core competency	Minimum score point requirement	Weighted Percentage	1	Quality based project experience	3	3 %	2	Campus based project experience	3	6 %	3	Project Management systems	3	6 %	4	Existing Buildings	3	6 %	5	Building services installations	3	6 %	6	Handover and Commissioning	3	3 %
	Core competency	Minimum score point requirement	Weighted Percentage																												
1	Quality based project experience	3	3 %																												
2	Campus based project experience	3	6 %																												
3	Project Management systems	3	6 %																												
4	Existing Buildings	3	6 %																												
5	Building services installations	3	6 %																												
6	Handover and Commissioning	3	3 %																												

SQ Part and Section Number	SQ Section Name	Assessment Method	Guidance	
			Score	Score description
			10	The College considers that the evidence in the contract examples provided (including customer references) demonstrates that the Candidate (or where relevant the consortium or the intended provider(s) or sub-contractor(s)) has all the relevant skills, capability and experience in the core competency and has strong experience of deploying these skills and abilities in ' <i>similar circumstances</i> '. The College has up to three minor reservations concerning the Candidate's ability in the core competency and no or only minor reservations concerning its experience, efficiency or reliability to deliver the College's requirements.
			6	The College considers that the evidence in the contract examples (or other information) provided (including customer references) demonstrates that the Candidate (or where relevant the consortium or the intended provider(s) or sub-contractor(s)) has the majority of the relevant skills, capability and experience in the core competency and has some (but not strong) experience of deploying these skills and abilities in ' <i>similar circumstances</i> '. The College has four or more (but not significant) minor reservations concerning the Candidate's ability in the core competency or concerning the Candidate's experience, efficiency or reliability to deliver the College's requirements.
			3	The College considers that the evidence in the contract examples (or other information) provided (including customer references) demonstrates that the Candidate (or where relevant the consortium or the intended provider(s) or sub-contractor(s)) lacks a number of the relevant skills, capability and experience in the core competency and/or has limited experience of deploying

SQ Part and Section Number	SQ Section Name	Assessment Method	Guidance
			<p>these skills in '<i>similar circumstances</i>'. The College has four or more significant reservations concerning the Candidate's ability in the core competency or concerning the Candidate's experience, efficiency or reliability to deliver the College's requirements.</p> <p>0 No evidence provided or the College considers that the contract examples (or other information) provided (including customer references) demonstrate that the Candidate (or where relevant the consortium or the intended provider(s) or sub-contractor(s)) does not have the relevant technical and professional abilities in the core competency and/or that its experience, efficiency and reliability to deliver the College's requirements is significantly in doubt. The College does not have confidence in the Candidate's ability to deliver its requirements or does not have confidence in relation to the Candidate's experience, efficiency or reliability.</p>
6.2	Sub-contracting and supply chain management	Pass/Fail ¹	<p>FAIL: You may fail this section where the evidence provided in your response does not demonstrate to the College's satisfaction that you have successfully maintained healthy supply chains with your sub-contractors (including through supply chain management tracking systems to ensure contract performance and including prompt payment of sub-contractors or membership of the UK Prompt Payment Code (or equivalent)) and the College has one or more significant reservations regarding the Candidate's capabilities in this area.</p> <p>PASS: You will pass this section where evidence provided in your response demonstrates to the College's satisfaction that you have successfully maintained healthy supply chains with your sub-contractors, including through supply chain management tracking systems to ensure contract</p>

¹ This section has been drafted as evaluated on a pass / fail basis. It would be difficult to approach it on a scored basis as the question is only applicable to Candidates proposing to sub-contract and not all bids may be made on this basis.

SQ Part and Section Number	SQ Section Name	Assessment Method	Guidance
			<p>performance and including prompt payment of sub-contractors or membership of the UK Prompt Payment Code (or equivalent) and the College has no significant reservations regarding the Candidate's capabilities in this area.</p> <p>You will also pass this section if the question does not apply because you are not proposing to use sub-contractors for this contract.</p>
6.3	Explanation for failure to provide at least one contract example	Pass/Fail	<p>PASS – You cannot provide at least one contract example under question 6.1 but have provided an explanation for this (you will have achieved 0 marks for 6.1 but you will not “fail” the SQ as whole).</p> <p>FAIL – You cannot provide at least one contract example under question 6.1 but have not provided an explanation for this.</p>
7	Modern Slavery Act		
7.1 and 7.2	Modern Slavery Act	Pass/Fail	<p>FAIL: You may fail this section if you have answered ‘yes’ to section 7.1 and ‘no’ to section 7.2 and the College considers that your response to section 7.2 (if any) does not provide sufficient explanation and justification for your non-compliance with the annual reporting requirements of Section 54 of the Modern Slavery Act 2015.</p> <p>PASS: You will pass this section if you have answered ‘yes’ to section 7.1 and ‘yes’ to section 7.2 and your response to section 7.2 includes the relevant url link. You may also pass this section if you answer ‘yes’ to section 7.1 and ‘no’ to section 7.2 but the College considers that the explanation provided in your response to section 7.2 provides sufficient explanation and justification for your non-compliance with the annual reporting requirements under Section 54 of the Modern Slavery Act 2015.</p>

SQ Part and Section Number	SQ Section Name	Assessment Method	Guidance
8	Equal Opportunities		
8.1	Equal opportunities policy	Pass/Fail	<p>FAIL: You will fail this section if you do not have and cannot commit to providing an Equal Opportunities Policy.</p> <p>PASS: You will pass this section if you already have or can commit to providing, prior to the commencement of the contract, an Equal Opportunities Policy.</p>
8.2	Equal opportunities policy coverage	Information	This section will be checked for compliance in accordance with Stage 1 above to ensure that the Candidate has confirmed that the Equal Opportunities Policy covers the criteria requested.
8.3	Equality training	Information	This section will be checked for compliance in accordance with Stage 1 above to ensure that the Candidate has confirmed that they provide equality training.
8.4	Unlawful discrimination	Information	This section will be checked for compliance in accordance with Stage 1 above to ensure that the Candidate has provided an answer to this question. See 8.6.
8.5	Investigations into unlawful discrimination	Information	This section will be checked for compliance in accordance with Stage 1 above to ensure that the Candidate has provided an answer to this question. See 8.6.
8.6	Results of investigations	Pass/Fail	<p>FAIL: You will fail this section if you have been successfully prosecuted for unlawful discrimination.</p> <p>PASS: You will pass this section should such prosecutions have failed.</p>

SQ Part and Section Number	SQ Section Name	Assessment Method	Guidance
9	Apprenticeships		
9	Apprenticeships	Information	This section will be checked for compliance in accordance with Stage 1 above to ensure that the Candidate has provided answers to all questions in this section.
10	Health & Safety		
10.1	Improvement notices	Pass/Fail	<p>FAIL: You will fail this section if you have been provided with a Prohibition Notice and/or prosecution.</p> <p>PASS: You will pass this section if you have been provided with a Prohibition Notice and/or prosecution which you were able to successfully defend and/or have not been issued any such notices or prosecutions.</p>
10.2 to 10.5	Health & Safety Policy	Information	<p>These questions will be checked for compliance in accordance with Stage 1 above.</p> <p>If the Candidate must confirm it has an appropriate Health & Safety Policy and that it is communicated to its employees.</p> <p>Failure to complete any of the information in this section may result in the SQ response being rejected as non-compliant.</p>
11	Environmental Management		
11.1 to 11.2	Environmental Policy	Information	These questions will be checked for compliance in accordance with Stage 1 above.

SQ Part and Section Number	SQ Section Name	Assessment Method	Guidance
			<p>If the Candidate must confirm it has an appropriate Environmental Management Policy and that it is communicated to its employees.</p> <p>Failure to complete any of the information in this section may result in the SQ response being rejected as non-compliant.</p>
11.3	Improvement notices	Pass/Fail	<p>FAIL: You will fail this section if you have been provided with an Improvement Notice and/or prosecution.</p> <p>PASS: You will pass this section if you have been provided with an Improvement Notice and/or prosecution which you were able to successfully defend and/or have not been issued any such notices or prosecutions.</p>
11.4	Environmental legislation compliance	Information	This question will be checked for compliance in accordance with Stage 1 above and that procedures have been followed.
12	Undertaking		
	Signed undertaking	Pass/Fail	<p>Fail: The Candidate will fail if this section has not been fully completed.</p> <p>Pass: The Candidate will pass this section if all details have been provided.</p>
	Statement relating to good standing – mandatory grounds	Pass/Fail	<p>Fail: The Candidate will fail if this section has not been fully completed.</p> <p>Pass: The Candidate will pass this section if all details have been provided.</p>

SQ Part and Section Number	SQ Section Name	Assessment Method	Guidance
	Statement relating to good standing – discretionary grounds	Pass/Fail	<p>Fail: The Candidate will fail if this section has not been fully completed.</p> <p>Pass: The Candidate will pass this section if all details have been provided.</p>