

Part 5 Mandatory Criteria

Contract Reference

TPH2522

Contract Title

Healthy Behaviours Service

Maximum Period of Contract

4 years (3 years + 1-year optional extension)

Return Date

01 August 2022

Return Time

12:00 Noon

Return To

**www.supplyingthesouthwest.org.uk
(ProContract)**

Applicant Name

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Stage Two Award – Mandatory Pass / Fail Criteria

The questions within this section shall be assessed on the basis of pass or fail.

Please Note: Where you are required to provide a narrative response, your response should be written in English, in sentences with spaces between the words. Symbols or any other characters inserted between words instead of spaces is not acceptable. Any information that exceeds the word limits stated or that is not provided in the correct format will be redacted from your response and will be excluded from the evaluation.

Section A. TUPE

This question relates to section B1 TUPE of Part 2 Specification.

Question Number	Questions	Response
A1.	Please confirm whether you will comply with the requirements set out in section B1 of Part 2 Specification.	Choose an item.
	<p>Minimum Requirement</p> <p>That the Applicant provides a response to this question.</p> <p>Evaluation Criteria</p> <p>This question will be evaluated on the basis of your self-assessment as to whether you meet the requirement. A Yes response will be deemed a Pass and a No response will be deemed a Fail.</p> <p>You do not need to provide evidence of compliance at this stage. Prior to Contract commencement the successful Applicant will be required to provide written evidence to demonstrate compliance with this requirement. Where compliance is not evidenced the Contract may be withdrawn or terminated.</p>	

Section B. Safer Recruitment

This question relates to section B2 Safer Recruitment of Part 2 Specification.

Question Number	Questions	Response
B1.	Please confirm whether you will comply with the requirements set out in section B2 of Part 2 Specification.	Choose an item.

	<p>Minimum Requirement</p> <p>That the Applicant provides a response to this question.</p> <p>Evaluation Criteria</p> <p>This question will be evaluated on the basis of your self-assessment as to whether you meet the requirement. A Yes response will be deemed a Pass and a No response will be deemed a Fail.</p> <p>Evidencing Compliance</p> <p>You do not need to provide evidence of compliance at this stage. Prior to Contract commencement the successful Applicant will be required to provide written evidence to demonstrate compliance with this requirement. Where compliance is not evidenced the Contract may be withdrawn or terminated.</p>
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Section C. Data Protection, Information Sharing and Information Security

These questions relate to section B3 Data Protection, Information Sharing and Information Security of Part 2 Specification.

Question Number	Questions	Response
C1.	<p>Data Collection and Data Processing</p> <p>Please confirm whether you will comply with the requirements set out in section B3.1 of Part 2 Specification. Your response should be supported by completion of the table set out in the Response Evidence box below.</p>	<p>Choose an item.</p>
	<p>Minimum Requirement</p> <p>That the Applicant provides a response to this question.</p> <p>Evaluation Criteria</p> <p>This question will be evaluated on the basis of your self-assessment as to whether you meet the requirement, and completion of the table set out in the Response Evidence box below.</p> <p>Page / Word Limit: Maximum 1 page A4 in Arial 12</p> <p>Evidencing Compliance</p> <p>You must complete the table in the Response Evidence box below and the successful Applicant will be asked to provide their Data Protection Policy to evidence compliance prior to Contract commencement. Where compliance is not evidenced the Contract may be withdrawn or terminated.</p>	

Response Evidence:		
The means of processing the data		
Approved sub-processors and in each case: <ul style="list-style-type: none"> Nature and purpose of processing Location of processing 		
Details of the technical and organisational measures in place to protect contract personal data		
C2.	Protection for the Rights and Freedoms of Data Subjects Please confirm whether your proposed system complies with the requirements set out in section B3.2 of Part 2 Specification.	Choose an item.
	Minimum Requirement That the Applicant provides a response to this question. Evaluation Criteria This question will be evaluated on the basis of your self-assessment as to whether you meet the requirement. A Yes response will be deemed a Pass and a No response will be deemed a Fail. Evidencing Compliance You do not need to provide evidence of compliance at this stage. Prior to Contract commencement the successful Applicant will be required to provide written evidence to demonstrate compliance with this requirement. Where compliance is not evidenced the Contract may be withdrawn or terminated.	
C3.	Security Please confirm whether your proposed system complies with the requirements set out in section B3.3 of Part 2 Specification.	Choose an item.
	Minimum Requirement That the Applicant provides a response to this question. Evaluation Criteria	

	<p>This question will be evaluated on the basis of your self-assessment as to whether you meet the requirement. A Yes response will be deemed a Pass and a No response will be deemed a Fail.</p> <p>Evidencing Compliance</p> <p>You do not need to provide evidence of compliance at this stage. Prior to Contract commencement the successful Applicant will be required to provide written evidence to demonstrate compliance with this requirement. Where compliance is not evidenced the Contract may be withdrawn or terminated.</p>
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C4.	<p>CESG Cloud Information Security Questionnaire</p> <p>If your organisation is offering a Cloud-based service, please confirm whether you have completed Appendix D – CESG Cloud Information Security Questionnaire and submit this as part of your Tender response.</p>	Choose an item.
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	<p>Minimum Requirement</p> <p>That the Applicant provides a response to this question.</p> <p>Evaluation Criteria</p> <p>This question will be evaluated on the basis of your self-assessment as to whether you meet the requirement. A Yes response will be deemed a Pass and a No response will be deemed a Fail.</p> <p>Evidencing Compliance</p> <p>You do not need to provide evidence of compliance at this stage. Prior to Contract commencement the successful Applicant will be required to provide written evidence to demonstrate compliance with this requirement. Where compliance is not evidenced the Contract may be withdrawn or terminated.</p>
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Section D. Climate Emergency
 This question relates to section B4 Climate Emergency of Part 2 Specification.

Question Number	Questions	Response
D1.	Please confirm that your organisation can satisfy all of the requirements set out in section B4.1 of Part 2 Specification.	Choose an item.

Minimum Requirement

That the Applicant provides a response to this question.

Evaluation Criteria

This question will be evaluated on the basis of your self-assessment as to whether you meet the requirement. A Yes response will be deemed a Pass and a No response will be deemed a Fail.

Evidencing Compliance

The successful Applicant will be required to submit evidence of compliance as part of the award due diligence process. They will receive notification through the portal messaging facility during the tender evaluation period of the information required and the timescales in which it is to be provided. If successfully awarded the Contract, you will be required to submit your Environmental Policy and action plan for the reduction of negative environmental impacts as part of the due diligence process.

These will include how you will reduce the negative, and promote positive, environmental impacts under this contract. Please include detail relating to:

- Actions to reduce direct emissions including reducing the services annual transport emissions
- Actions to improve waste management / reduction.
- Actions to influence environmental behaviours and behaviours change amongst staff and service users.
- If buildings are to be used, how any negative environmental impacts are to be mitigated/reduced.

Section E. Health and Safety

This question relates to section B5 Health and Safety of Part 2 Specification.

Question Number	Questions	Response
E1.	Please confirm whether you will comply with the requirements set out in sections B5.1 and B5.2 of Part 2 Specification and the requirements of Appendix F Council Health and Safety Policy Statement.	Yes / No

	<p>Minimum Requirement</p> <p>That the Applicant provides a response to this question.</p> <p>Evaluation Criteria</p> <p>This question will be evaluated on the basis of your self-assessment as to whether you meet the requirement. A Yes response will be deemed a Pass and a No response will be deemed a Fail.</p> <p>Evidencing Compliance</p> <p>You do not need to provide evidence of compliance at this stage. Prior to Contract commencement the successful Applicant will be required to provide written evidence to demonstrate compliance with this requirement. Where compliance is not evidenced the Contract may be withdrawn or terminated.</p>
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Section F. Invoicing
This question relates to section B6 Invoicing of Part 2 Specification.

Question Number	Questions	Response
F1.	<p>Please confirm whether you will comply with the requirements set out in section B6 of Part 2 Specification.</p> <p>Minimum Requirement</p> <p>That the Applicant provides a response to this question.</p> <p>Evaluation Criteria</p> <p>This question will be evaluated on the basis of your self-assessment as to whether you meet the requirement. A Yes response will be deemed a Pass and a No response will be deemed a Fail.</p> <p>Evidencing Compliance</p> <p>You do not need to provide evidence of compliance at this stage. Prior to Service commencement the successful Applicant may be required to provide written evidence to demonstrate compliance with this requirement. Where compliance is not evidenced the Service Contract may be withdrawn or terminated.</p>	Choose an item.

Section G. Business Continuity Plans
This question relates to section B7 Disaster Recovery and/or Business Continuity Plans of Part 2 Specification.

Question Number	Questions	Response
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G1.	Please confirm that you will comply with the requirements set out in section B7 of Part 2 Specification.	Choose an item.
<p>Minimum Requirement</p> <p>That the Applicant provides a response to this question.</p> <p>Evaluation Criteria</p> <p>This question will be evaluated on the basis of your self-assessment as to whether you meet the requirement. A Yes response will be deemed a Pass and a No response will be deemed a Fail.</p> <p>Evidencing Compliance</p> <p>You do not need to provide evidence of compliance at this stage. Prior to Contract commencement the successful Applicant will be required to provide written evidence to demonstrate compliance with this requirement. Where compliance is not evidenced the Contract may be withdrawn or terminated.</p>		

Section H. Exit Planning

This question relates to section B8 Exit Planning of Part 2 Specification.

Question Number	Questions	Response
H1.	<p>Please confirm whether you will comply with the requirements set out in section B8 of Part 2 Specification.</p> <p>Minimum Requirement</p> <p>That the Applicant provides a response to this question.</p> <p>Evaluation Criteria</p> <p>This question will be evaluated on the basis of your self-assessment as to whether you meet the requirement. A Yes response will be deemed a Pass and a No response will be deemed a Fail.</p> <p>Evidencing Compliance</p> <p>You do not need to provide evidence of compliance at this stage. Prior to Contract commencement the successful Applicant will be required to provide written evidence to demonstrate compliance with this requirement. Where compliance is not evidenced the Contract may be withdrawn or terminated.</p>	Choose an item.

Section I. Council Branding

This question relates to section B9 Use of Council Branding of Part 2 Specification.

Question Number	Questions	Response
I1.	<p>Please confirm that you will comply with the requirements set out in section B9 Use of Council Branding of Part 2 Specification. Please provide details in the response evidence section of how you intend to use the Council Branding under this Contract.</p>	Choose an item.
	<p>Minimum Requirement</p> <p>That the Applicant provides a response to this question.</p> <p>Evaluation Criteria</p> <p>This question will be evaluated on the basis of your self-assessment as to whether you meet the requirement. A Yes response will be deemed a Pass and a No response will be deemed a Fail.</p> <p>Page / Word Limit: Maximum 1 page A4 in Arial 12</p> <p>Evidencing Compliance</p> <p>Should Applicants need to provide evidence of compliance at this stage, please do so within the 'Response' box below. But Applicant's should please note that you do not have to provide evidence of compliance at this stage. Prior to Contract commencement the successful Applicant will be required to provide written evidence to demonstrate compliance with this requirement. Where compliance is not evidenced the Contract may be withdrawn or terminated.</p>	

Response:

Section J. Staff skills, training and competencies

These questions relate to section B10 Staff skills, training and competencies of Part 2 Specification.

J1.	<p>Please confirm whether you will comply with the requirements set out in section B10 of Part 2 Specification.</p>	Choose an item.
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	<p>Minimum Requirement</p> <p>That the Applicant provides a response to this question.</p> <p>Evaluation Criteria</p> <p>This question will be evaluated on the basis of your self-assessment as to whether you meet the requirement. A Yes response will be deemed a Pass and a No response will be deemed a Fail.</p> <p>Evidencing Compliance</p> <p>You do not need to provide evidence of compliance at this stage. Prior to Contract commencement the successful Applicant will be required to provide written evidence to demonstrate compliance with this requirement. Where compliance is not evidenced the Contract may be withdrawn or terminated.</p>
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Section K. Legislation and Statutory Guidance
 These questions relate to section B11 Legislation and Statutory Guidance of Part 2 Specification.

K1.	Please confirm whether you will comply with the requirements set out in section B11 of Part 2 Specification.	Choose an item.
	<p>Minimum Requirement</p> <p>That the Applicant provides a response to this question.</p> <p>Evaluation Criteria</p> <p>This question will be evaluated on the basis of your self-assessment as to whether you meet the requirement. A Yes response will be deemed a Pass and a No response will be deemed a Fail.</p> <p>Evidencing Compliance</p> <p>You do not need to provide evidence of compliance at this stage. Prior to Contract commencement the successful Applicant will be required to provide written evidence to demonstrate compliance with this requirement. Where compliance is not evidenced the Contract may be withdrawn or terminated.</p>	

Section L. Case Management System (CRM)
 These questions relate to section B12 Case Management System (CRM) of Part 2 Specification.

L1.	Please confirm whether you will comply with the requirements set out in section B12 of Part 2 Specification.	Choose an item.
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	<p>Minimum Requirement</p> <p>That the Applicant provides a response to this question.</p> <p>Evaluation Criteria</p> <p>This question will be evaluated on the basis of your self-assessment as to whether you meet the requirement. A Yes response will be deemed a Pass and a No response will be deemed a Fail.</p> <p>Evidencing Compliance</p> <p>You do not need to provide evidence of compliance at this stage. Prior to Contract commencement the successful Applicant will be required to provide written evidence to demonstrate compliance with this requirement. Where compliance is not evidenced the Contract may be withdrawn or terminated.</p>
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Section M. Service Standards
These questions relate to section B13 Service Standards of Part 2 Specification.

M1.	Please confirm whether you will comply with the requirements set out in section B13 of Part 2 Specification.	Choose an item.
	<p>Minimum Requirement</p> <p>That the Applicant provides a response to this question.</p> <p>Evaluation Criteria</p> <p>This question will be evaluated on the basis of your self-assessment as to whether you meet the requirement. A Yes response will be deemed a Pass and a No response will be deemed a Fail.</p> <p>Evidencing Compliance</p> <p>You do not need to provide evidence of compliance at this stage. Prior to Contract commencement the successful Applicant will be required to provide written evidence to demonstrate compliance with this requirement. Where compliance is not evidenced the Contract may be withdrawn or terminated.</p>	