

<p>Introduction</p>	<p>This worked example describes the basic process for procuring a single contract using a further competition route.</p>
<p>Register for use of the Framework</p>	<p>If not already registered as an Additional Client for the relevant Lot Alliance, complete and submit a Registration Document. Once approved by CCS Alliance Manager and notified to other Alliance Members, you will be able to access the Framework Suppliers.</p> <p>Complete and submit a User Access Agreement for the particular project or programme of works. This will generate your UAA project reference. The UAA reference must be quoted on all documentation to allow CCS to centrally manage Framework suppliers and contracts.</p> <p>(Registration Documents and User Access Agreements are available on the Framework website – https://www.crowncommercial.gov.uk/agreements/RM6088)</p>
<p>Works Contract Packaging Considerations</p>	<p>Consider whether cost efficiencies can be made by packaging multiple projects with similar characteristics into a single contract. This may be e.g. similar scope of work; technology or location.</p>
<p>Selecting the Appropriate Lot and Procurement Strategy</p>	<p>Consider using the Lot Selection Guided Match tool (available on the Framework website – https://www.crowncommercial.gov.uk/agreements/RM6088) to confirm the appropriate lot and link to appropriate supplier details.</p> <p>Consider using the Procurement Strategy Guided Match tool (available on the Framework website – https://www.crowncommercial.gov.uk/agreements/RM6088) to support you in reaching a decision on the most appropriate procurement strategy. i.e. optimal combination of:</p> <ul style="list-style-type: none"> • Procurement Route: e.g. "Traditional" Lump Sum; Design & Build; Fee Based routes • Tendering Method: e.g. single stage, two-stage or negotiated methods • Pricing Mechanism: e.g. lump sum or target cost

	<ul style="list-style-type: none"> • Most appropriate industry standard forms of contract, relative to the potential procurement strategy identified. <p>Selection of the procurement strategy should always take account of advice from appropriate specialists in the project design and delivery team.</p>
<p style="text-align: center; background-color: #4F81BD; color: white; border-radius: 10px; padding: 5px; width: fit-content; margin: 0 auto;">Further Competition Process</p>	<p>All suppliers in the Lot must be given the opportunity to submit a tender or to decline. If they decline, they must give a valid reason. Multiple failures to bid without valid reasons may lead to suspension from the Framework for a period (this can only be done by CCS).</p> <p>You should not request pre-qualification information that has already been assessed as part of the Framework evaluation process. This would include things such as:</p> <ul style="list-style-type: none"> • Quality Management • H&S Competence • Others *** <p>You may carry out a further selection process, based on quality. This could include e.g.:</p> <ul style="list-style-type: none"> • Evidence of enhanced security capability • Evidence of successful delivery of similar previous projects • Responses to Method Statements addressing project specific risks or issues <p>You should carry out a further selection process based on price. The framework percentages and prices are maximums; suppliers may reduce prices at further competition stage but may not increase them.</p> <p>The Quality/Price ratio adopted at Framework level was 75/25. This may be varied by up to 25% at further competition stage i.e. the Quality/Price ratio may be anywhere between 50/50 and 100/0.</p> <p>The further competition process including evaluation must be carried out transparently and with pre-declared evaluation criteria, following Treasury and Cabinet Office guidelines. Seek further guidance from local commercial specialists or CCS if required.</p>

<p>Primary Documentation Requirements</p>	<ul style="list-style-type: none"> • Project Brief • Form of Contract chosen for call-off • Boiler plate clauses • Project/Client Specific contract amendments/requirements • Specification / Scope / Works Information / Employer’s Requirements • Drawings • Pricing Document • Form of Tender • Other
<p>Co-ordination with Others</p>	<p>An appropriate Design and Project Management team should be used to implement and manage the design / further competition / award and construction phases.</p> <p>This may be an in-house team or sourced externally, e.g. by using the CCS Project Management and Full Design Team framework.</p> <p>CCS should be advised of the outcome of the tender and award process to ensure appropriate framework level reporting and management of the supplier.</p>