

**Request for Proposal (RFP)**

**For:** Scoping and Feasibility Study for the Development of an Overarching Evaluation Framework for the Grantmakers for Cultural Heritage Protection network.

**Date:** April 2023

**1 Overview of the British Council**

1.1 The British Council builds connections, understanding and trust between people in the UK and other countries through arts and culture, education and the English language. We work in two ways – directly with individuals to transform their lives, and with governments and partners to make a bigger difference for the longer term, creating benefit for millions of people all over the world. We help young people to gain the skills, confidence and connections they are looking for to realise their potential and to participate in strong and inclusive communities. We support them to learn English, to get a high-quality education and to gain internationally recognised qualifications. Our work in arts and culture stimulates creative expression and exchange and nurtures creative enterprise.

1.2 We connect the best of the UK with the world and the best of the world with the UK. These connections lead to an understanding of each other's strengths and of the challenges and values that we share. This builds trust between people in the UK and other nations which endures even when official relations may be strained.

1.3 We work on the ground in more than 100 countries. In 2019-20 we connected with 80 million people directly and with 791 million overall, including online and through our broadcasts and publications. Founded in 1934, we are a UK charity governed by Royal Charter and a UK public body. Further information can be viewed at [www.britishcouncil.org](http://www.britishcouncil.org).

**2 Introduction and Background to the Project / Programme**

2.1 The purpose and scope of this RFP and supporting documents is to explain in further detail the requirements of the British Council and the process for submitting a proposal in response to this RFP (“**Proposal**”).

**2.2 Introduction**

The Cultural Protection Fund (CPF) is led by the British Council in partnership with the UK Government Department for Digital, Culture, Media and Sport (DCMS). It was launched in 2016 to protect vital cultural heritage at risk in conflict-affected regions. In 2019 the fund expanded its remit to protect cultural heritage at risk because of climate change and related disasters.

The overarching objective of the fund is to help create sustainable opportunities for social and economic development through building capacity to foster, safeguard and promote cultural heritage. The CPF awards funding to projects which keep cultural heritage sites and objects safe, as well as supporting the recording, conservation and restoration of cultural heritage. It also provides opportunities to local communities for training and education, enabling and empowering them in the long term to value, care for and benefit from their cultural heritage.

This year the Cultural Protection Fund has been awarded a further £21m to continue for three more years until March 2025. Alongside the launch of new open calls starting in 2022, the Cultural Protection Fund will deliver a What Works programme, intended to collect, collate, translate and share evidence of best practice in cultural heritage protection.

A What Works approach aims to support better outcomes for cultural heritage protection and local communities by bringing the best available evidence to practitioners and other decision makers across the international heritage protection sector.

By sharing informed research, decision-making approaches, best practices, and lessons learnt, A What Works approach aims to promote further collaboration, contributing to more coordinated impact across the cultural heritage protection and development sectors.

The What Works Approach to International Cultural Heritage Protection has four overarching evidence themes which this role will contribute towards:-

* International Cultural Heritage Protection contribution to Sustainable Development
* International Cultural Heritage Protection responding to Climate Change
* International Cultural Heritage Protection through Cultural Relations Approach
* Developing approaches to evaluating and researching international heritage protection (explore and test evaluation and research methods)

The What Works programme includes fellowships, grants, research and capacity building and we are looking to commission a piece of work that brings in other heritage funders to help us better understand different approaches to evaluation and evidence gathering and identify common indicators that could support us in aggregating our data and evaluation with other funders, with the aim of making a stronger case for heritage protection as a network than we could as one standalone fund.

The GCHeP (Grantmakers for Cultural Heritage Protection) network is a network of 17 organisations with a global remit to support projects which protect cultural heritage. The network came together informally in New York in 2017 and the Cultural Protection Fund has been a member since 2019. GCHeP meets online monthly and in person annually, although many areas of their work, and often funded projects, overlap so members are in regular contact on an ad hoc basis. The network now has a part-time coordinator to support coordination of meetings, data pooling and other collaborative endeavours. Network members share information and opportunities, discuss common operational challenges and since 2020 have pooled funding to support emergency heritage protection in Beirut and Ukraine. Evaluation and the challenges around communicating the impact of heritage protection work has been a long-standing topic.

In the 2022 GCHeP annual convening in Beirut, the CPF presented the outline of the What Works Programme with a proposal to fund an exploration of the network’s evaluation needs, and this commission was created following the positive response from the network members in that meeting.

**Further Background Reading**

* Cultural Protection Fund evaluation page - <https://www.britishcouncil.org/arts/culture-development/evaluating-impact-cultural-protection-fund>

**3 Proposal Conditions and Contractual Requirements**

This section of the RFP sets out the British Council’s contracting requirements, general policy requirements, and the general conditions relating to this procurement process (“**Procurement Process**”).

**3.1 Contracting requirements**

3.1.1 Contracting authority: the British Council which includes any other companies and organisations that control or are controlled by the British Council from time to time (see: <http://www.britishcouncil.org/organisation/structure/status>).

3.1.2 Delivery location for goods and/or services: to be delivered remotely and in locations as required and in response to the co-design and delivery process, please see section 7 (Specification) for more information.

The main point of contact and reporting for the Supplier will be via the British Council office located at 1 Redman Pl, London E20 1JQ.

3.1.3 Duration: The contract awarded will be for delivery from April 2023 to September 2023 (phase 1)) with an option for a contract extension for phase 2, if approved by Steering Committee.

3.1.4 Contractual terms: As set out at Annex [1] Terms and Conditions of Contract (“**Contract**”). By submitting a Proposal, you are agreeing to be bound by the terms of this RFP and the Contract without further negotiation or amendment. In the event that the chosen service provider is operating as a Sole Trader or through a Personal Service Company, the British Council retain the right to issue specific contractual terms and conditions, in order to take account of this status. If you plan to submit a bid as a Sole Trader or Personal Service Company please contact us through the InTend portal. Any clarification questions in relation to any aspect of this Procurement Process and the associated documentation should be submitted in accordance with the process set out in paragraph 12 (*Clarification Requests*). Only changes which relate to the correction of ambiguity or manifest error in relation to the terms of the Contract will be considered and, if necessary, the British Council may, when issuing its response to clarification questions, reissue Annex [1] to reflect such changes. Any proposed amendments received from a potential supplier as part of its Proposal shall entitle the British Council to reject that Proposal and to disqualify that potential supplier from this Procurement Process.

**3.2 General Policy Requirements**

3.2.1 By submitting a Proposal, you confirm that you will, and that you will ensure that any consortium members and/or subcontractors will, comply with all applicable laws, codes of practice, statutory guidance and applicable British Council policies relevant to the goods and/or services being supplied. All relevant British Council policies that suppliers are expected to comply with can be found on the British Council website (<https://www.britishcouncil.org/organisation/transparency/policies>).

**3.3 General Proposal conditions (“Proposal Conditions”)**

3.3.1 Application of these Proposal Conditions – In participating in this Procurement Process and/or by submitting a Proposal it will be implied that you accept and will be bound by all the provisions of this RFP and its Annexes. Accordingly, Proposals should be made on the basis of and strictly in accordance with the requirements of this RFP.

3.3.2 Third party verifications – Your Proposal is submitted on the basis that you consent to the British Council carrying out all necessary actions to verify the information that you have provided, and the analysis of your Proposal being undertaken by one or more third parties commissioned by the British Council for such purposes.

3.3.3 Information provided to potential suppliers – Information that is supplied as part of this Procurement Process is supplied in good faith. The information contained in the RFP and the supporting documents and in any related written or oral communication is believed to be correct at the time of issue. No liability (save for fraudulent misrepresentation) is accepted for its accuracy, adequacy or completeness and no warranty is given as such.

3.3.4 Potential suppliers to make their own enquires – You are responsible for analysing and reviewing all information provided to you as part of this Procurement Process and for forming your own opinions and seeking advice as you consider appropriate. The clarification process set out in paragraph 12 should be used for any queries in relation to this Procurement Process.

3.3.5 Amendments to the RFP – At any time prior to the Response Deadline, the British Council may amend the RFP and if appropriate, the Response Deadline shall, at the discretion of the British Council, be extended.

3.3.6 Compliance of Proposal – Any goods and/or services offered should be on the basis of and strictly in accordance with the RFP (including, without limitation, any specification of the British Council’s requirements, these Proposal Conditions and the Contract) and all other documents and any clarifications or updates issued by the British Council as part of this Procurement Process.

3.3.7 Compliance with the terms of the Contract – The successful supplier must comply with the Contract as set out in Annex [1] without any amendment (save as described in paragraph 3.1.4).

3.3.8 Format of Proposal – Proposals must comprise the relevant documents as detailed by the British Council in Annex [2] (Supplier Proposal) completed in accordance with relevant all instructions. Any documents requested by the British Council must be completed in full. It is important that you read the RFP carefully before completing and submitting your Proposal.

3.3.9 Modifications to Proposals once submitted – You may modify your Proposal prior to the Response Deadline by giving written notice to the British Council. Any modification should be clear and submitted as a completely new Proposal in accordance with Annex [2] (Supplier Proposal) and these Proposal Conditions.

3.3.10 Disqualification – If you breach these Proposal Conditions, if there are any errors, omissions or material adverse changes relating to any information supplied by you at any stage in this Procurement Process, if any other circumstances set out in this RFP, and/or in any supporting documents, entitling the British Council to reject a Proposal apply and/or if you or your appointed advisers attempt:

* to inappropriately influence this Procurement Process or fix or set the price for goods or services;
* to enter into an arrangement with any other party that such party shall refrain from submitting a Proposal;
* to enter into any arrangement with any other party (other than another party that forms part of your consortium bid or is your proposed sub-contractor) as to the prices submitted;
* to collude in any other way;
* to engage in direct or indirect bribery or canvassing by you or your appointed advisers in relation to this Procurement Process; or
* to obtain information from any of the employees, agents or advisors of the British Council concerning this Procurement Process (other than as set out in these Proposal Conditions) or from another potential supplier or another Proposal,

the British Council shall be entitled to reject your Proposal in full and to disqualify you from this Procurement Process. Subject to paragraph 3.3.1 below, by participating in this Procurement Process you accept that the British Council shall have no liability to a disqualified potential supplier in these circumstances.

3.3.11 Proposal costs – You are responsible for obtaining all information necessary for preparation of your Proposal and for all costs and expenses incurred in preparation of the Proposal. Subject paragraph 3.3.15, you accept by your participation in this Procurement Process, including without limitation the submission of a Proposal, that you will not be entitled to claim from the British Council any costs, expenses or liabilities that you may incur in submitting a Proposal irrespective of whether or not your Proposal is successful.

3.3.12 Rights to cancel or vary this Procurement Process – Nothing in this Procurement Process will bind the British Council to enter into any contractual or other arrangement with you or any other potential supplier. It is intended that the remainder of this Procurement Process will take place in accordance with the provisions of this RFP, but the British Council reserves the right to terminate, amend or vary (to include, without limitation, in relation to any timescales or deadlines) this Procurement Process by notice in writing. Subject to paragraph 3.3.15, the British will have no liability for any losses, costs or expenses you incur as a result of such actions.

3.3.13 Consortium Members and sub-contractors – It is your responsibility to ensure that any staff, consortium members, sub-contractors and advisers abide by these Proposal Conditions and the requirements of this RFP.

3.3.14 Liability – Nothing in these Proposal Conditions is intended to exclude or limit the liability of the British Council in relation to fraud or in other circumstances where the British Council’s liability may not be limited under any applicable law.

**4 Confidentiality and Information Governance**

4.1 All information supplied to you by the British Council, including this RFP and all other documents relating to this Procurement Process, either in writing or orally, must be treated in confidence and not disclosed to any third party (save to your professional advisers, consortium members and/or sub-contractors strictly for the purposes only of helping you to participate in this Procurement Process and/or prepare your Proposal) unless the information is already in the public domain or is required to be disclosed under any applicable laws.

4.2 You shall not disclose, copy or reproduce any of the information supplied to you as part of this Procurement Process other than for the purposes of preparing and submitting a Proposal. There must be no publicity by you regarding the Procurement Process or the future award of any contract unless the British Council has given express written consent to the relevant communication.

4.3 The British Council reserves the right to disclose all documents relating to this Procurement Process, including without limitation your Proposal, to any employee, third party agent, adviser or other third party involved in the Procurement Process in support of, and/or in collaboration with, the British Council. The British Council further reserves the right to publish the Contract once awarded and/or disclose information in connection with supplier performance under the Contract in accordance with any public sector transparency policies (as referred to below). By participating in this Procurement Process, you agree to such disclosure and/or publication by the British Council in accordance with such rights reserved by it under this paragraph.

4.4 The Freedom of Information Act 2000 (“FOIA”), EU General Data Protection Regulation (GDPR) 2015, the Environmental Information Regulations 2004 (“EIR”), and public sector transparency policies apply to the British Council (together the “**Disclosure Obligations**”).

4.5 You should be aware of the British Council’s obligations and responsibilities under the Disclosure Obligations to disclose information held by the British Council. Information provided by you in connection with this Procurement Process, or with any contract that may be awarded as a result of this exercise, may therefore have to be disclosed by the British Council under the Disclosure Obligations, unless the British Council decides that one of the statutory exemptions under the FOIA or the EIR applies.

**5 Proposal Validity**

5.1 Your Proposal must remain open for acceptance by the British Council for a period of 60 days from the Response Deadline. A Proposal not valid for this period may be rejected by the British Council.

**6 Payment and Invoicing**

6.1 The British Council will pay correctly addressed and undisputed invoices within 30 days in accordance with the requirements of the Contract. Suppliers to the British Council must ensure comparable payment provisions apply to the payment of their sub-contractors and the sub-contractors of their sub-contractors. General requirements for an invoice for the British Council include:

* A description of the good/services supplied is included.
* The British Council Purchase Order number is included.
* It is sent electronically via email in PDF format to [BC.Invoices@britishcouncil.org](mailto:BC.Invoices@britishcouncil.org) or by post to:

The British Council, Corporate Services – UK Hub Team, 1 Redman Place, Stratford, London E20 1JQ

**7 Specification**

The Cultural Protection Fund is looking to commission, on behalf of the GCHeP heritage funders network, a consultant or team to help us test the idea, feasibility and the development of an evaluation framework across multiple international heritage protection funders. The aim is to then pilot and eventually roll out those indicators so that we can measure the impact of the network’s heritage protection activities.

Through active consultation and co creation with the GCHeP Heritage Funders Network members, the **objectives** for this commission are:

* Review a sample of evaluations from across the network and summarise the findings
* Review approaches to evaluation across the network, both at project and programme level and identify commonalities in what the network is trying to evaluate, what are the gaps and challenges
* Identify and test with the network some common outcomes and indicators which can be measured across heritage protection projects funded by members of the network
* Suggest appropriate evaluation tools for the context, drawing on learning from previous evaluation work and approaches
* Test those evaluation tools with members of the network

**Outputs** from this commission will be:

* Summary of the learning and findings from previous evaluation work undertaken by network members
* Mapping of different evaluation approaches, successes, challenges and gaps
* Draft Evaluation Framework with outcomes and indicators for use across the network membership
* Draft evaluation toolkit to help capture these outcomes and indicators
* Recorded webinar on the framework and tools for network members
* A plan, timeline and agreement on the ownership and management of how such evaluation will be collected, collated and shared by the network
* Recommendations for any potential next phases of this work for the network

**The brief**

We are seeking an individual, team of individuals or organisation to deliver a consultation exercise, design an evaluation framework and make a series of recommendations on what evaluation exercises the GCHeP network can realistically deliver on in the future.

In collaboration with the CPF Director and GCHeP coordinator, the supplier will be expected to form a steering group with representation from a diverse range of funders from the network, to feed in, advise and approve on areas of the work through fortnightly catch up meetings. The supplier should also collaborate more widely with the network, however capacity to contribute will vary across organisations.

It is expected that the nature of interaction with the network will be online through email, surveys, calls and video meetings.

**Budget and timeline**

The maximum award for this piece of work is £25k including VAT and the work must be completed by the end of September 2023.

**Costs can include:**

* Fees for consultants working directly on the project
* Communication costs relating to the consultation activities
* Costs relating to development of new tools such as charges for internet services
* Minimal amount of travel if needed for any in person meetings

**Supplier Response format**

Please submit your proposal for Phase 1 within Annex 2, the supplier response. Please include the following information:

* Experience of designing evaluation frameworks of a similar nature.
* Track record of undertaking culture and development evaluations and/or delivery of programmes.
* Proposed method for undertaking this work.
* Risk management and potential challenges.
* Value for money and costs with breakdowns showing costs staff day rates and number of days, and direct costs.
* An indicative budget which acknowledges all costs as outlined above and includes additional expenses, any additional access costs for delivery plus VAT.
* Copies of CVs of all team members.

**8 Mandatory Requirements / Constraints**

8.1 As part of your Proposal, you must confirm that you meet the mandatory requirements / constraints, if any, as set out in the British Council’s specification forming part of this RFP. Failure to comply with any mandatory requirements or constraints shall entitle the British Council to reject a Proposal.

**9 Key background documents**

9.1 None

**10 Timescales**

10.1 Subject to any changes notified to potential suppliers by the British Council in accordance with the proposal conditions, the intended timescales applicable to this Procurement Process are

|  |  |
| --- | --- |
| **Activity** | **Date / time** |
| RFP Issued to bidding suppliers | 14 April 2023 |
| Deadline for clarification questions (**Clarification Deadline**) | 28 April 2023 |
| British Council to respond to clarification questions | 2 May 2023 |
| Deadline for submission of Proposals by potential suppliers (**Response Deadline**) | 23:59 (UK time) 9 May 2023 |
| Final Decision | 12 May 2023 |
| Contract concluded with winning supplier | 29 May 2023 |
| Project delivery | June – September 2023 |

**11 Instructions for Responding**

11.1 The documents that must be submitted to form your Proposal are listed at Part [2] (Submission Checklist) of Annex [2] (Supplier Proposal) to this RFP. All documents required as part of your Proposal should be submitted to [*https://in-tendhost.co.uk/britishcouncil*](https://in-tendhost.co.uk/britishcouncil)by the Response Deadline, as set out in the Timescales section of this RFP.

11.2 The following requirements should be complied with when submitting your Proposal in response to this RFP:

* Please ensure that you send your submission in good time to prevent issues with technology – late Proposals may be rejected by the British Council.
* Do not submit any additional supporting documentation with your Proposal except where specifically requested to do so. PDF, JPG, PPT, Word and Excel formats can be used for any additional supporting documentation (other formats should not be used without the prior written approval of the British Council).
* All attachments/supporting documentation should be provided separately to your main Proposal document, clearly labelled and cross-referenced to the Proposal as relevant.
* If you submit a generic policy / document you must indicate the page and paragraph reference that is relevant to a particular part of your Proposal.
* Unless otherwise stated as part of this RFP or its Annexes, all Proposals should be in the format of the relevant British Council requirement with your response to that requirement inserted underneath.
* Where supporting evidence is requested as ‘or equivalent’ you must demonstrate such equivalence as part of your Proposal.
* Any deliberate alteration of a British Council requirement as part of your Proposal will invalidate your Proposal to that requirement and for evaluation purposes you shall be deemed not to have responded to that particular requirement.
* Responses should be concise, unambiguous, and should directly address the requirement stated.
* Your Proposal to the RFP requirements and pricing will be incorporated into the Contract, as appropriate.

**12 Clarification Requests**

12.1 All clarification requests should be submitted to *British Council’s e-Tendering portal hosted at* [*https://in-tendhost.co.uk/britishcouncil*](https://in-tendhost.co.uk/britishcouncil)by the Clarification Deadline, as set out in the Timescales section of this RFP. The British Council is under no obligation to respond to clarification requests and will response if the question is appropriate and received before the Clarification Deadline.

12.2 Any clarification requests should clearly reference the appropriate paragraph in the RFP documentation and, to the extent possible, should be aggregated rather than sent individually.

12.3 The British Council reserves the right to issue any clarification request made by you, and the response, to all potential suppliers unless you expressly require it to be kept confidential at the time the request is made. If the British Council considers the contents of the request not to be confidential, it will inform you and you will have the opportunity to withdraw the clarification query prior to the British Council responding to all potential suppliers.

12.4 The British Council may at any time request further information from potential suppliers to verify or clarify any aspects of their Proposal or other information they may have provided. Should you not provide supplementary information or clarifications to the British Council by any deadline notified to you, your Proposal may be rejected in full and you may be disqualified from this Procurement Process.

**13 Evaluation Criteria**

13.1 You will have your Proposal evaluated as set out below:

**Stage 1:** Proposals will be checked to ensure that they have been completed correctly and all necessary information has been provided. Responses correctly completed with all relevant information being provided and all mandatory requirements as outlined in Section 8 met will proceed to Stage 2. Any Proposal not correctly completed in accordance with the requirements of this RFP and/or containing omissions may be rejected at this point. Where a Proposal is rejected at this point it will automatically be disqualified and will not be further evaluated.

**Stage 2:** If a bidder succeeds in passing Stages 1 of the evaluation, then it will have its Proposal screened and evaluated in accordance with the evaluation methodology set out below. The highest scoring proposals, up to a maximum of three, will be shortlisted and may be invited to interview.

13.2 Award Criteria – Responses from potential suppliers will be assessed to determine the most economically advantages proposal using the following criteria and weightings and will be assessed entirely on your response submitted:

|  |  |
| --- | --- |
| **Criteria** | **Weighting** |
| Social Value | 10% |
| Quality | 30% |
| Methodology and Approach | 40% |
| Commercial | 20% |

13.3 Scoring Model – Proposals will be subject to an initial review at the start of Stage 2 of the evaluation process. Any Proposals not meeting mandatory requirements or constraints (if any) will be rejected in full at this point and will not be assessed or scored further. Proposals not so rejected will be scored by an evaluation panel appointed by the British Council for all criteria other than Commercial using the following scoring model:

|  |  |
| --- | --- |
| **Points** | **Interpretation** |
| **10** | **Excellent** –Overall the response demonstrates that the bidder meets all areas of the requirement and provides all of the areas evidence requested in the level of detail requested. This, therefore, is a detailed excellent response that meets all aspects of the requirement leaving no ambiguity as to whether the bidder can meet the requirement. |
| **7** | **Good** –Overall the response demonstrates that the bidder meets all areas of the requirement and provides all of the areas of evidence requested, but contains some trivial omissions in relation to the level of detail requested in terms of either the response or the evidence. This, therefore, is a good response that meets all aspects of the requirement with only a trivial level ambiguity due the bidders failure to provide all information at the level of detail requested. |
| **5** | **Adequate** –Overall the response demonstrates that the bidder meets all areas of the requirement, but not all of the areas of evidence requested have been provided. This, therefore, is an adequate response, but with some limited ambiguity as to whether the bidder can meet the requirement due to the bidder’s failure to provide all of the evidence requested. |
| **3** | **Poor** –The response does not demonstrate that the bidder meets the requirement in one or more areas. This, therefore, is a poor response with significant ambiguity as to whether the bidder can meet the requirement due to the failure by the bidder to show that it meets one or more areas of the requirement. |
| **0** | **Unacceptable** –The response is non-compliant with the requirements of the RFP and/or no response has been provided. |

13.4 Commercial Evaluation – Your “Overall Price” (as calculated in accordance with requirements of Annex [3] (Pricing Approach) for the goods and/or services will be evaluated by the evaluation panel for the purposes of the commercial evaluation, further information on this approach may be available in Annex 3. In the event that any prices are expressed as being subject to any pricing assumptions, qualifications or indexation not provided for by the British Council as part of the pricing approach, the British Council may reject the full Proposal at this point. The British Council may also reject any Proposal where the Overall Price for the goods and/or services is considered by the British Council to be abnormally low following the relevant processes set out under the procurement rules. A maximum offer score of 10 will be awarded to the Proposal offering the lowest “Overall Price”. Other Proposals will be awarded a mark by application of the following formula: (Lowest Overall Price/Overall Price being evaluated) x 10 (rounded to two decimal places) = commercial score.

13.5 Moderation and application of weightings – The evaluation panel appointed for this Procurement Process will meet to agree and moderate scores for each award criteria. Final scores in terms of a percentage of the overall Proposal score will be obtained by applying the relevant weighting factors set out as part of the award criteria table above. The percentage scores for each award criteria will be amalgamated to give a percentage score out of 100.

**Stage 3 – Selection Interview and Presentation**

13.6 Following Stage 2, the highest scoring proposals (up to three Suppliers) may be invited for a Selection Interview and Presentation. This would take place week commencing 11 April 2023. The interviews will be held on Microsoft Teams for up to four attendees from each Supplier and are expected to last no longer than 1 hour in duration.

The scope and purpose of the interviews are to provide the British Council with the opportunity to meet the Suppliers from the highest scoring tenders and will include a presentation (20 minutes maximum) from the Supplier of their Proposal. The interview will also provide time for the British Council and the Supplier to ask any further clarification questions. Suppliers will receive further information post initial scoring of the tenders received with regards to the interview.

The Award Criteria and Scoring Model for the interview will remain the same as listed in 13.2 and 13.3 as above.

13.6 The Winning Proposal(s) - The winning Proposal shall be the Proposal scoring the highest percentage score out of 100 when applying the above evaluation methodology, which is also supported by any required verification evidence (to include, without limitation, any updated information) obtained by the Authority relating to any self-certification or other requirements referred to at any time in this Procurement Process.

**List of Annexes forming part of this RFP (issued as separate documents):**

**Annex 1 – Terms and Conditions of Contract**

**Annex 2 – Supplier Proposal**

**Annex 3 – Pricing Approach**