



Department for
Business, Energy
& Industrial Strategy

Hy4Heat Work Package 8b: Grant to support the construction of a fixed facility to demonstrate novel hydrogen appliances (Hy4House)

Deadline for Applications: Noon 20 November 2020

Department for Business, Energy & Industrial Strategy

Date: 23 October 2020

The Department for Business, Energy & Industrial Strategy (“BEIS”) wishes to commission a project to support the construction of one or more fixed facilities to demonstrate novel hydrogen appliances in a domestic setting.

Enclosed are the following sections:

- Section 1 (page 4) Instructions on application process
- Section 2 (page 7) Specification of requirements
- Section 3 (page 22) Further information
- Section 4 (page 25) Declarations and information to be provided;
 - Conflict of Interest
 - Questions for tenderers
 - Hydrogen safety
- Annex A: Eligible Expenditure Schedule
- Annex B: Code of practice for research
- Annex C: Data Protection

Please read the instructions on the application procedures carefully since failure to comply with them may invalidate your application.

Your application must be returned by noon on 20 November 2020 clearly marked as ‘Proposal for Hy4House’ to builtenvironmentinnovation@beis.gov.uk

I look forward to receiving your response.

Yours sincerely,

Dr Steve Loades

BEIS Programme Manager Hy4Heat, SICE

E: mail: Steve.Loades@beis.gov.uk

Privacy Notice

Identity and contact details of the Data Controller (and where applicable, the controller's representative) and the Data Protection Officer.

The Data Controller is the Department for Business, Energy & Industrial Strategy (BEIS).

You can contact the BEIS Data Protection Officer at: BEIS Data Protection Officer, Department for Business, Energy and Industrial Strategy, 1 Victoria Street, London SW1H 0ET. Email: dataprotection@beis.gov.uk.

Purpose of the processing and the legal basis for the processing

Any personal data contained within submitted tenders will be processed by BEIS or on behalf of BEIS for the purposes of the tender exercise described within the remainder of this Invitation to Tender, or in the event of legal challenge to such tender exercise.

The legal basis for collecting your data is public task in accordance with Article 6(1)(e) of the General Data Protection Regulation.

Any recipient or categories of recipients of the personal data

The data may be shared with other Government Departments or public authorities where necessary as part of the tender exercise. We may share your data if we are required to do so by law, for example by court order or to prevent fraud or other crime.

Details of transfers to third country and safeguards

The data you provide will not be transferred outside the European Union.

Retention period or criteria used to determine the retention period

Unsuccessful tenders will be kept for a period of six months following the date of grant signature. The successful tender will be retained as part of the grant documentation for a period of 6 years from the date of grant expiry, unless the grant is entered into as a deed in which case it will be kept for a period of 12 years from the date of grant expiry.

The rights available to individuals in respect of the processing

A list of your rights under the GDPR is accessible at:

<https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>

The right to lodge a complaint with a supervisory authority

You have the right to lodge a complaint with the Information Commissioner's Office (supervisory authority) at any time. Should you wish to exercise that right full details are available at: <https://ico.org.uk/for-organisations/guide-to-the-general-data-protection-regulation-gdpr/individual-rights/>.

The existence of automated decision making, including profiling and information about how decisions are made, the significance and the consequences.

The processing of the information you provide will not include automated individual decision making (making a decision solely by automated means without any human involvement) or profiling (automated processing of personal data to evaluate certain things about an individual).

Section 1

Instructions and Information on application Procedures

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Procedure for Submitting Applications

The maximum page limit for your proposals is 15 (excluding declarations, eligible expenditure schedule and CVs).

Applications will be received up to noon on 20 November 2020. Please ensure that your application is delivered no later than the appointed time on the appointed date. The Department does not undertake to consider applications received after that time. The Department requires the proposals set out in the application to remain valid for a period indicated in the specification of requirements.

The Department shall have the right to disqualify you from the competition if you fail to fully complete your response, or do not return all of the fully completed documentation and declarations requested. The Department shall also have the right to disqualify you if it later becomes aware of any omission or misrepresentation in your response to any question within this call. If you require further information concerning the application process, or the nature of the proposed grant, email: builtenvironmentinnovation@beis.gov.uk

You will not be entitled to claim from the Department any costs or expenses that you may incur in preparing your proposals whether or not your application is successful.

Conflict of Interest and Financial or other Irregularities

The Department's grant agreement includes reference to conflict of interest and states that Grant Recipient must have and will keep in place formal procedures that require the Grant Recipient's Representatives to declare any personal or financial interest in any matter concerning the grant funded activities and if a conflict of interest is identified the individual is to be excluded from any discussion or decision-making relating to the matter concerned.

The Grant Recipient must inform the Authority immediately if there are any grounds for suspecting financial irregularity in the use of the grant, explain what steps are being taken to investigate the irregularity and keep the Authority informed about the progress of the investigation. For these purposes "financial irregularity" includes (but is not limited to) potential fraud or other impropriety, mismanagement, and the use of grant for any purpose other than those stipulated in this Agreement.

Evaluation of applications

The evaluation process will be conducted to ensure that applications are evaluated fairly and transparently, in accordance with agreed assessment criteria. Further details are provided in the specification.

Terms and conditions applying to this Grant call

The Department's grant agreement will apply to this project. These have been made available as part of the grant call.

Further Instructions to Applicants

The Department reserves the right to amend the enclosed grant documents at any time prior to the deadline for receipt of applications. Any such amendment will be numbered, dated and published on <https://www.hy4heat.info>. Where amendments are significant, the Department may at its discretion extend the deadline for receipt of applications.

The Department reserves the right to withdraw this grant opportunity without notice and will not be liable for any costs incurred by applicants during any stage of the process. Applicants should also note that, in the event an application is considered to be fundamentally unacceptable on a key issue, regardless of its other merits, that application may be rejected. By issuing this grant call the Department is not bound in any way and does not have to

accept the lowest or any application and reserves the right to accept a portion of any application unless the applicant expressly stipulates otherwise in their application.

A. Checklist of Documents to be Returned

- Proposal (maximum 15 pages)
- Annex A – Eligible Expenditure Schedule
- Declaration 1: Conflict of Interest
- Declaration 2: Standard Selection Questionnaire
- Declaration 3: Hydrogen Safety

Section 2

Specification of Requirements

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1. Introduction and summary of requirements

BEIS is seeking to support the construction of up to two fixed facilities to demonstrate hydrogen appliances and meters in a realistic domestic setting.

2. Background

Heating is essential to our lives – it is the biggest reason we consume energy in our society and is responsible for over a third of our emissions. Meeting our 2050 net zero target means that heat in buildings will need to be almost completely decarbonised and heat in industry will need to be reduced to close to zero emissions.

There is no clear consensus on the best approach to decarbonising heat at scale. However, there are a number of options with potential to play an important role. One of these is to utilise low carbon gases such as hydrogen. Over 80% of homes and business are currently supplied by gas and the UK has one of the most comprehensive gas networks in the world with 282,000km of gas pipes feeding 22.7 million buildings.

In December 2018, the Department for Business, Energy and Industrial Strategy (BEIS) published Clean Growth: Transforming Heating which provides an overview of the key issues arising from a review of the evidence base on approaches to achieve heat decarbonisation. It sets out where BEIS believe efforts should be focused across industry, academia and the public sector over the next 2-5 years to inform development of a long-term policy framework. The Government is leading a number of innovation and practical demonstration projects to help address some of the key uncertainties.

The Hydrogen Approach

To be able to inform any future assessment of the feasibility of the costs and benefits of undertaking a hydrogen conversion, a full understanding of issues from end-to-end (production to use) of the gas chain will be required.

The hydrogen gas chain can be split into the following stages:

- Production (including plant and CO₂ off-take, CO₂ sequestration and hydrogen storage).
- Transmission network (involving the pipework that transports the gas under a pressure of between 7 and 85 bar).
- Distribution network down to the end user's gas meter (involving pipework that transports the gas under a pressure of up to 7 bar).
- End-use (i.e. downstream of the Emergency Control Valve (ECV)).

The innovation programme, Hy4Heat, seeks to prove the safety case for the use of hydrogen for heating in GB homes and businesses, downstream of the Emergency Control Valve.

Hy4Heat Programme

The Hy4Heat programme's aim is:

- To establish if it is technically possible and safe to replace methane with hydrogen in commercial and residential buildings and gas appliances. This will enable the Government to determine whether to proceed to a community trial.

The Hy4Heat programme's overall objective is:

- To provide the technical, performance, usability and safety evidence to de-risk the use of hydrogen for heat in buildings whilst working with others to prepare for a potential future occupied trial.

The programme's focus is on researching, developing, testing and demonstrating within the end-use stage of the gas supply chain. This includes the gas appliance and equipment sectors as well as consumer research.

The programme is aiming to demonstrate:

- That safe, reliable, efficient and affordable end-use appliances and equipment can be developed for the lower pressure, below seven bar, domestic and commercial sectors.
- That hydrogen can be safely distributed to the end user appliances in existing buildings' pipework, downstream of the ECV.
- Initial findings of what the consumer experience of a hydrogen fuelled home will be.

3. Aims and Objectives

Work package 8b (WP8b) of the Hy4Heat programme aims to provide facilities to demonstrate and showcase hydrogen use and operation in a realistic domestic setting, including users' interaction with domestic hydrogen appliances and smart meters.

The primary aims of the project are to:

- Showcase the potential for hydrogen to act as a credible substitute for methane in the home; and
- Gather research and evidence on the interaction between consumer / user and appliances in a domestic setting.

Secondary aims could include:

- Studying the functionality, operability and usage of appliances
- Identifying risks, challenges and opportunities related to setting up a whole end-to-end hydrogen system and using hydrogen for heating and cooking in a real setting.
- Feedback to manufacturers to inform further appliance development and innovation.

In line with the aims summarised above, the fixed location demonstration facility should be suitable for the following uses:

- Demonstrate an operational 'end-to-end' system, connecting a local hydrogen supply through suitable networks to the working prototype appliances; ideally, there should be potential for the house to be supplied through a gas main type H₂ source even if bottled H₂ is used initially.
- Demonstrate the full capability of hydrogen appliances in realistic environment(s) and usage, including:
 - Cooking / catering
 - Space and water heating
 - Metering
- Provide a domestic setting which could be used to conduct social and end-user research focused on the interaction between consumers and hydrogen appliances, gather their feedback and evaluate their experience with the aim to help further developing appliances
- Showcase UK innovation to invited stakeholders and groups – with ability to elicit structured feedback on their perceptions and attitudes towards the use of hydrogen in a domestic setting.
- Showcase the UK Government's continued involvement in the hydrogen space, via inclusion of BEIS branding in and around the facility.

The fixed location demonstration facility is **not** currently intended to be:

- A centre to certify appliances
- A training facility for hydrogen gas operatives

However, we do not intend to unduly restrict any successful applicant's use of the facility either during or beyond BEIS's involvement in this project – as such, we would not object to the demonstration facility being used for the above purposes as long as this does not detract from the objectives previously described.

Any successful applicant(s) will be required to draw down on all BEIS grant funding by 31/03/2021, i.e. within the current financial year. However, it is understood that the facility

may not be fully operational by this date, or that every deliverable output described below will have been completed. For this reason, it is crucial for all applicants to present a plan for continued use and maintenance of the facility beyond the conclusion of BEIS's financial contributions to the project, and to commit to continued collaboration with BEIS to ensure that the intended project benefits are realised.

In line with the primary project objective of showcasing novel domestic hydrogen capability, it is expected that the facility should be fully operational in time to play a role in the UK's contribution to COP26 in November 2021 at the latest.

4. Outputs Required

Please note: as per the above, it is not expected that every output described below will be completed in advance of the conclusion of BEIS's funding contribution at 31/03/2021. As such, all applications must make clear which outputs will be delivered within the funding window and present a plan for delivery and dissemination of remaining outputs beyond the funding window.

The demonstration facility should be able to demonstrate to interested audiences how the system - from hydrogen source, via the emergency control valve (ECV), the meter and pipework, to the end-use appliances - operates in a recognisable domestic setting.

The demonstration facility should enable research and learning activities on the appliances and consumer interaction / experience with them, and should be suitable:

- For visits of interested stakeholders and members of the public
- To host specific and planned activities with visitors (e.g. cooking demonstration).

The demonstration facility should replicate a domestic setting to a high standard of finishes enabling the use and demonstration of domestic appliances and activities focused on demonstrating to interested stakeholders and observing and learning from users' interactions:

- The facility should house the appliances within appropriate simulated domestic setting, including a kitchen, lounge and bathroom environment(s).
- It should be able to host operational demonstrations such as: cooker / cooking demonstrations, heating and hot water provision, gas fire usage, etc.
- Key stakeholders and, potentially, members of the public will be able to see, touch and operate hydrogen appliances.
- Different hydrogen appliances may be cycled in and out of the facility on a periodic basis.

We envisage that the following activities would be carried out by the successful applicant(s):

- Identify an appropriate site location with secure and affordable hydrogen supply and available space to construct a suitable facility, if not already in situ.
- Design, build and fit-out the demonstration facility, including the necessary connectivity to the hydrogen supply source through appropriate external and internal pipework.
- Secure any necessary safety, legal and regulatory clearances / authorisations including planning permissions for the commissioning and running of the fixed demonstration facility – and the connection to the secure hydrogen supply.
- Operate the fixed location demonstration facility, fitted with full range of working prototype appliances, and with appropriate facilities to enable visits by interested stakeholders. There should be an opportunity for appliances developed under the Hy4Heat programme to be tested in the facility, although these need not be permanent fixtures and appliances from other suppliers may be fitted as well.
- Design, plan and manage a series of activities for visitors to the facility. This should include a plan to recruit visitors, and for how feedback will be gathered, recorded and reported back to BEIS.
- Provide a plan for the use of the facility beyond the end of BEIS's involvement in this project (i.e. beyond March 2021). This would include the strategy for

decommissioning the facility and/or maintaining full possession for future use. Our expectation is that the facility should remain operational in some capacity for at least two years beyond March 2021.

- Make all reasonable efforts to continue to collaborate with BEIS to maximise project benefits beyond March 2021; for example, by allowing other organisations nominated by BEIS to carry out research activities at the facility (where appropriate).

Potential activities which could be undertaken by the successful applicant(s) are as follows – please note that this list is indicative only, and applicants should provide a list of activities that they intend to organise:

- Short escorted visits to the facility by invited groups of people (approx. 6-10 people), when appliance functionality can be demonstrated, and visitors can use appliances as appropriate
- Day-stay of small groups of people (approx. 2-4 people) or individuals that could “live” in the house (no overnight stay), and make full use of appliances (hot water provision, fire usage, cooking etc.)
- Cooking demonstrations for invited groups of people (approx. 6-10 people).

Given the potential for continued restrictions on indoor gatherings due to COVID-19, we would also expect applicants’ planned activities to include an option for virtual tours / showcases.

5. Methodology

Applicants will be asked to demonstrate how they plan to deliver each element of the work, including reference to:

- Design, construction, fit-out and commissioning of the facilities within the required timeframe.
- Design and set-up of the hydrogen supply (i.e. from hydrogen source to operational appliances through a suitable network), within the required timeframe and to the expected quality (i.e. level of supply, cost, reliability etc.).
- Logistics and event planning and management.
- Provision of personnel with the required skills and expertise.
- Sustainability strategy.
- Exit strategy or decommissioning process of the facilities.

Applicants will be required to provide an initial risk assessment plan for the project and proposed mitigation measures.

Applicants are also asked to develop a formal process to determine the following additional aspects:

- Risk planning and management for the duration of the grant.
- Safety compliance.
- Success factors.
- Visitor engagement.
- Appliance developer engagement.

This work package will be dependent on forming working relationships with a number of third parties, so applicants will be expected to demonstrate how they will work with the following:

- Hydrogen appliance developers/manufacturers.
- Local authorities.
- Local community
- Local utilities.
- Other relevant agencies, organisations and individuals.

6. Ownership and Publication

BEIS will not assume responsibility for or ownership of any asset (including Intellectual Property) arising in the course of the grant, including either the fixed facility itself or the hydrogen appliances contained therein. Ownership of all assets and IP will remain with the grant recipient(s); if the project is being delivered by multiple partners, BEIS will not play any role in allocating ownership of assets between those partners.

However, as per the above Specification of Requirements, it is expected that all applicants should present a plan for continued use of the facility beyond the conclusion of the grant period, to ensure continued promotion of project benefits and objectives. Accordingly, BEIS reserves the right to restrict the ability of any successful applicant to sell or transfer ownership of any asset purchased or improved using the Grant (as per Section 17 of the indicative Grant Funding Agreement, included as part of this Grant Call), without the prior consent of BEIS.

BEIS will also expect to work with any successful applicant(s) to publicise and circulate the results of any testing, stakeholder engagement or similar which is undertaken in connection with the facility, to further the wider Hy4Heat objectives of improving stakeholder awareness and confidence around the use of hydrogen as a domestic energy source.

7. Timetable

Below is an indicative timetable for this Grant Call:

Grant Call Timeline	Indicative date
Grant Call document published	23 October 2020
Deadline for questions related to the Grant Call	4 November 2020
Responses to questions published	11 November 2020
Deadline for receipt of proposal	20 November 2020
All applicants notified of outcome	4 December 2020
Signature of grant documents by all parties	18 December 2020
Grant start date	4 January 2021
Grant completion date	31 March 2021

8. Ethics

Payments to all successful applicants of the scheme will not be dependent on the returns from the project. However, the successful applicant(s) will be required to submit evidence for any expenditure claimed under the grant – this may include timesheets and/or invoices for external expenditure.

You will need to identify and propose arrangements for initial scrutiny and on-going monitoring of ethical issues. The appropriate handling of ethical issues is part of the application assessment exercise and applications will be evaluated on this as part of the 'Project Management and Risk Assessment' criterion.

9. Working Arrangements

The successful applicant(s) will be expected to identify one named point of contact through whom all enquiries can be filtered. A BEIS project manager will be assigned to the project and will be the Authority's central point of contact. We anticipate frequent contact from project managers, especially during the mobilisation period of the project. We expect monthly progress reports throughout the project.

BEIS will conduct internal reviews on an on-going basis throughout the project and will engage external reviewers at key stages (set out in the timeline above).

10. Data Protection

The Applicant will be compliant with the Data Protection Legislation, as defined in the grant agreement documentation applying to this Grant call. A guide to The General Data Protection Regulation published by the Information Commissioner's Office can be found [here](#).

The only processing that the Applicant is authorised to do is listed in Annex 1 by BEIS, "the Authority" and may not be determined by the Applicant.

11. Skills and Experience

BEIS would like you to demonstrate in your application that you have the necessary skills and experience to successfully deliver the project according to the above requirements; this capability may be internal to your organisation, or you may identify potential partners or subcontractors. Specifically, we will be looking for evidence of the following:

- Capability/experience of designing, building/fitting-out and operating facilities similar to the those described in this document.
- The organisation and co-ordination of event activities maximising opportunities for visitors to experience the demonstrated appliances.
- Capability/experience of capturing, measuring and analysing feedback from stakeholders.
- A good health and safety record.
- Site-appropriate method statements and safe working practices.
- Sustainability principles aligned to that of the BEIS organisation.
- Staff training and adherence to safe working practices.
- Specialist hydrogen expertise and/or the ability to seek hydrogen expertise and incorporate guidance where needed.

12. Consortium Applications

In the case of a consortium application, only one submission covering all of the partners is required but consortia are advised to make clear the proposed role that each partner will play in delivering the project as per the requirements of the specification above. We expect the applicants to indicate who in the consortium will be the lead contact for this project, and the organisation and governance associated with the consortia.

In the event that a consortium is successful in its application, BEIS's contributions will be paid directly to the lead partner, who will be responsible for disbursing sub-payments to junior consortium partners. Applicants must therefore provide details as to how they will manage any sub-applicants and what percentage of the activity (in terms of monetary value) will be sub-granted.

If a consortium is not proposing to form a corporate entity, full details of alternative proposed arrangements (e.g. consortium agreement) should be provided in the Annex.

The Department recognises that arrangements in relation to consortia may (within limits) be subject to future change. Applicants should therefore respond in the light of the arrangements as currently envisaged. Applicants are reminded that any future proposed change in relation to consortia must be notified to the Department so that it can make a further assessment by applying the selection criteria to the new information provided.

13. Budget

The total budget allocated to this Work Package is £750,000, to be allocated between up to two projects. It is intended that BEIS's contribution to these projects will represent up to 33% of the total costs of each project, subject to restrictions under EU State Aid regulations – further details on this can be found below.

Any application made in response to this Grant Call must make clear both the overall cost of the project, and the level of contribution from BEIS being requested.

The stated overall cost should cover only eligible expenditure related to the initial construction/commissioning of the facility and other one-off costs (i.e. capital expenditure), including:

- Securing planning approvals
- Construction and fit-out, including utilities, meeting building and fire regulations
- Infrastructure to enable secure hydrogen supply, including suitable storage if required
- Pipe laying and connection for safe use of hydrogen gas
- Appliance installation
- Inspection and approval by competent safety engineer for the intended use of the facility and for visits
- Adequate public liability / performance insurance

The stated overall cost should **not** include costs related to the general ongoing costs of operating the facility once complete (i.e. operational expenditure), including:

- Utilities
- Hydrogen supply and use by the facility to meet its demonstration purpose(s)
- Inspection, testing and maintenance of the facility and hydrogen appliances
- Facility management, including staff and appropriate training
- Visit organisation and management

As stated above, BEIS funding will only be available up to the end of financial year 2020/21 – therefore, all applicants must present a proposed schedule of eligible expenditure which enables full delivery of BEIS funding by 31st March 2021.

However, for the purposes of compliance with existing EU State Aid legislation, Grant Intensity will be calculated with reference to eligible capital expenditure across the full project, including expenditure incurred beyond 31st March 2021, up to a final end date of 31st March 2022. For this reason, any successful applicant(s) will need to provide evidence of continued capital expenditure on the project beyond 31st March 2021, in order for BEIS to verify compliance with Grant Intensity restrictions.

All eligible expenditure must be scheduled for before 31st March 2022 – any expenditure scheduled beyond 31st March 2022 **cannot** be taken into account when calculating grant intensity.

The specific Grant Intensity restrictions which the project will be subject to will depend on both the status of the applicant organisation and the specific nature of the proposed project. However, it is anticipated that BEIS's intended 33% contribution will be permissible regardless of these factors.

14. Evaluation of Applications

You are invited to submit full proposals of no more than 15 pages, excluding declarations. Applications will be evaluated by BEIS officials.

BEIS also reserves the right to offer a larger or smaller sum of money to applicants depending on the range and quality of applications received (for this reason we are asking applicants to submit smaller and larger pricing estimates alongside their core estimate).

Applications must satisfy the following pass/fail eligibility criteria in order to be considered at Evaluation stage:

- **Conflict of interest:**

The Application must include a completed Conflict of Interest declaration (see Section 4 of this document). Where a potential conflict is identified, the applicant must set out appropriate mitigations to this conflict. BEIS reserves the right to disqualify any application where the proposed mitigations are judged to be insufficient, or where the conflict is judged to be too severe to effectively mitigate.

- **Mandatory/discretionary exclusions:**

The Research Code of Practice (Annex 2 of this document) details a range of circumstances under which BEIS may be required to (or may choose to) exclude an applicant from the competition. All applicants must declare if any of the grounds for exclusion listed in the Research Code of Practice are applicable to them.

EVALUATION CRITERIA AND SCORING METHODOLOGY

Applications will be evaluated against the following criteria:

- **Understanding of the outputs and objectives – 10%**

Applicants should demonstrate a clear understanding of the project, and its position in the Hy4Heat programme overall. In particular, applicants must demonstrate their understanding of the benefits which BEIS is aiming to promote by supporting this project.

- **Strength of delivery plan / methodology – 25%**

This criterion will assess both the ambition and deliverability of applicants' proposed approach to the work, with regard to the delivery of both the facility itself and a robust and comprehensive communications plan. Applicants should detail their proposed approach to the project and explain how their proposal meets the stated project objectives, as set out above. At the same time, the proposed methodologies should be robust, with evidence that the works can be completed within the proposed time frame and budget.

- **Project Management and Risk assessment – 20%**

Applicants should submit as part of their application a project management plan, with evidence of a robust approach to project and risk management. The project management plan should identify the key risks associated with the project and propose appropriate mitigations for these.

- **Grantees' specific skills – 20%**

Applicants should demonstrate that an appropriate level of resource will be allocated to the project, to ensure its timely completion with no reduction in output quality. Applicants should also demonstrate their capability and possession of relevant skills and experience; Section 2.13 of this document ('Skills and Experience') gives further detail on the capability which should be demonstrated.

- **Value for Money – 25%**

BEIS will allocate an improved score to applications which offer improved value for money, based on BEIS’s proposed contribution to overall project costs. The method by which the ‘Value for Money’ score will be calculated is explained below.

Scoring Method

Applications will be scored against each of the criteria above, according to the extent to which they meet the requirements of the tender. The meaning of each score is outlined in the table below. Please note that the ‘price’ score is calculated separately, as explained below.

The total score will be calculated by applying the weighting set against each criterion, outlined above; the maximum number of marks possible will be 100. Should any applicant receive a score of ‘1’ against any of the criteria or fail to reach an overall score of 60 marks, they will be excluded from the competition. Funding will be awarded to the highest-scoring proposals.

Score	Description
1	Not Satisfactory: Proposal contains significant shortcomings and does not meet the required standard
2	Partially Satisfactory: Proposal partially meets the required standard, with one or more moderate weaknesses or gaps
3	Satisfactory: Proposal mostly meets the required standard, with one or more minor weaknesses or gaps.
4	Good: Proposal meets the required standard, with moderate levels of assurance
5	Excellent: Proposal fully meets the required standard with high levels of assurance

Applicants’ score against the ‘Value for Money’ criterion will be calculated as follows:

- The application with the lowest proposed contribution by BEIS as a percentage of overall project costs (Grant Intensity) will receive a score of 5. For the purposes of this calculation, overall project costs should be presented in line with the definition provided in Section 13 (‘Budget’) of this document.
- All other applications will be scored proportionally based on the ratio between the lowest-intensity application and their own. The score is thus calculated via the following formula (where A is the Grant Intensity of the best-value application, and B is the Grant Intensity of the application being assessed):
 - $\text{Score} = (A \times 5) / B$
- This means that projects will be rewarded both for reducing the cost to BEIS, and for increasing the level of match funding provided.
- For example:
 - Organisation A presents an application with a proposed contribution of £100,000, out of a total project value of £300,000 – a Grant Intensity of 33%. This is the lowest proposed intensity, so Organisation A receives a score of 5.
 - Organisation B applies for £125,000 of funding out of a total project value of £250,000 – a Grant Intensity of 50%. Plugging these values into the above formula gives a value of 3.3; hence, Organisation B receives a score of 3.3.

Structure of Applications

Applicants are strongly advised to structure their proposals to cover each of the criteria above. You should also complete the price schedule attached at Annex A, specifying the daily rates you will charge for each level of your staff and services. Please note as this is a grant, VAT is out of scope.

A suggested format would be:

1. Proposed Project Approach:

- a. Understanding of project and wider objectives
- b. Organisational background, skills and experience
- c. Proposed technical approach to the project
- d. Draft communications and stakeholder engagement plan
- e. Proposed approach to project and risk management

ANNEXES [not included in 15-page limit]

2. Eligible Expenditure Schedule
3. Evidence to support your application (e.g. letters of support from relevant partner organisations)
4. Other requirements including declarations as set out below

Application Clarification

After reviewing and evaluating the written proposals, BEIS may decide to hold clarification meetings with suppliers.

Feedback

Feedback will be given to any unsuccessful applicants in letters or emails.

Section 3

Further Information

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A. Definitions

Please note that references to the "Department" throughout these documents mean The Secretary of State for Business, Energy and Industrial Strategy acting through his/her representatives in the Department for Business Energy & Industrial Strategy.

The Freedom of Information Act 2000 ("FOIA") and the Environmental Information Regulations 2004 ("EIR") apply to the Department. You should be aware of the Department's obligations and responsibilities under FOIA or EIR to disclose, on written request, recorded information held by the Department. Information provided in connection with this procurement exercise, or with any grant that may be awarded as a result of this exercise, may therefore have to be disclosed by the Department in response to such a request, unless the Department decides that one of the statutory exemptions under the FOIA or the exceptions in the EIR applies. If you wish to designate information supplied as part of this response as confidential, or if you believe that its disclosure would be prejudicial to any person's commercial interests, you must provide clear and specific detail as to the precise information involved and explain (in broad terms) what harm may result from disclosure if a request is received, and the time period applicable to that sensitivity. Such designation alone may not prevent disclosure if in the Department's reasonable opinion publication is required by applicable legislation or Government policy or where disclosure is required by the Information Commissioner or the First-tier Tribunal (Information Rights).

Additionally, the Government's transparency agenda requires that tender documents are published on a designated, publicly searchable web site. The same applies to other relevant documents issued by the Department (including the original advertisement and the pre-qualification questionnaire (if used)), and any grant entered by the Department with its preferred supplier once the competition is complete. By submitting an application, you agree that your participation may be made public. The answers you give in this response will not be published on the transparency web site (but may fall to be disclosed under FOIA or EIR (see above)). Where documents issued by the Department or grants with its suppliers fall to be disclosed the Department will redact them as it thinks necessary, having regard (inter alia) to the exemptions/exceptions in the FOIA or EIR.

B. Data security

The successful applicants must comply with all relevant Data Protection Legislation, as defined in the terms and conditions applying to this Invitation to Tender.

Section 4 contains a "The General Data Protection Regulation Assurance Questionnaire for Applicants" (Declaration 6) to evidence the extent of readiness. The Authority reserves the right to seek evidence of any stated position as required, and to require the successful Applicant to increase their preparedness where necessary. If the Authority is not satisfied that the applicant is sufficiently prepared, they reserve the right to exclude the applicant from this procurement.

C. Non-Collusion

No tender will be considered for acceptance if the applicant has indulged or attempted to indulge in any corrupt practice or canvassed the application with an officer of the Department. Section 4 contains a "Statement of non-collusion" (declaration 1); any breach of the undertakings covered under items 1 - 3 inclusive will invalidate your tender. If an applicant has indulged or attempted to indulge in such practices and the application is accepted, then grounds shall exist for the termination of the grant and the claiming damages from the successful applicants. You must not:

- Tell anyone else what your application price is or will be, before the time limit for delivery of applications.
- Try to obtain any information about anyone else's application or proposed application before the time limit for delivery of applications.
- Make any arrangements with another organisation about whether or not they should apply, or about their or your application price.

Offering an inducement of any kind in relation to obtaining this or any other grant with the Department will disqualify your application from being considered and may constitute a criminal offence.

Section 4

Declarations to be submitted

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Declaration 1: Conflict of Interest

I have nothing to declare with respect to any current or potential interest or conflict in relation to this research (or any potential providers who may be subgranted to deliver this work, their advisers or other related parties). By conflict of interest, I mean, anything which could be reasonably perceived to affect the impartiality of this research, or to indicate a professional or personal interest in the outcomes from this research.

Signed

Name

Position

OR

I wish to declare the following with respect to personal or professional interests related to relevant organisations*;

- X
- X

Where a potential conflict of interest has been declared for an individual or organisation within a consortium, please clearly outline the role which this individual or organisation will play in the proposed project and how any conflict of interest has or will be mitigated.

- X
- X

Signed

Name

Position

Please complete this form and return this with your application documentation - Nil returns **are** required.

* These may include (but are not restricted to);

- A professional or personal interest in the outcome of this project
- For evaluation projects, a close working, governance, or commercial involvement in the project under evaluation
- Current or past employment with relevant organisations
- Payment (cash or other) received or likely to be received from relevant organisations for goods or services provided (Including consulting or advisory fees)
- Gifts or entertainment received from relevant organisations
- Shareholdings (excluding those within unit trusts, pension funds etc) in relevant organisations
- Close personal relationship or friendships with individuals employed by or otherwise closely associated with relevant organisations

All of the above apply both to the individual signing this form and their close family / friends / partners etc.

If your situation changes during the project in terms of interests or conflicts, you must notify the Department straight away.

A DECLARATION OF INTEREST WILL NOT NECESSARILY MEAN THE INDIVIDUAL OR ORGANISATION CANNOT WORK ON THE PROJECT; BUT IT IS VITAL THAT ANY INTEREST OR CONFLICT IS DECLARED SO IT CAN BE CONSIDERED OPENLY.

Declaration 2: Standard Selection Questionnaire

Potential Supplier Information: Part 1.

The standard Selection Questionnaire is a self-declaration, made by you (the potential supplier).

A completed declaration of Part 1 provides a formal statement that the organisation making the declaration has not breached any of the exclusion's grounds. Consequently, we require all the organisations that you will rely on to meet the selection criteria to provide a completed Part 1. For example, these could be parent companies, affiliates, associates, or essential sub-applicants, if they are relied upon to meet the selection criteria. This means that where you are joining in a group of organisations, including joint ventures and partnerships, each organisation in that group must complete one of these self-declarations. Sub-applicants that you rely on to meet the selection criteria must also complete a self-declaration (although sub-applicants that are not relied upon do not need to complete the self-declaration).

When completed, this form is to be sent back to the contact point given in the procurement documents along with the selection information requested in the procurement documentation.

Consequences of misrepresentation

If you seriously misrepresent any factual information in filling in the Selection Questionnaire, and so induce an authority to enter into a grant, there may be significant consequences. You may be excluded from the procurement procedure, and from applying for other grants for three years. If a grant has been entered into you may be sued for damages and the grant may be rescinded. If fraud, or fraudulent intent, can be proved, you or your responsible officers may be prosecuted and convicted of the offence of fraud by false representation, and you must be excluded from further procurements for five years.

Hy4Heat Work Package 8b: Grant to support the construction of a fixed facility to demonstrate novel hydrogen appliances (Hy4House)

Notes for completion

1. The “authority” means the granting authority, or anyone acting on behalf of the granting authority, that is seeking to invite suitable candidates to participate in this procurement process.
2. “You” / “Your” refers to the potential supplier completing this standard Selection Questionnaire i.e. the legal entity responsible for the information provided. The term “potential supplier” is intended to cover any economic operator as defined by the Public Grants Regulations 2015 (referred to as the “regulations”) and could be a registered company; the lead contact for a group of economic operators; charitable organisation; Voluntary Community and Social Enterprise (VCSE); Special Purpose Vehicle; or other form of entity.
3. Please ensure that all questions are completed in full, and in the format requested. If the question does not apply to you, please state ‘N/A’. Should you need to provide additional information in response to the questions, please submit a clearly identified annex.
4. The authority recognises that arrangements set out in section 1.2 of the standard Selection Questionnaire, in relation to a group of economic operators (for example, a consortium) and/or use of sub-applicants, may be subject to change and will, therefore, not be finalised until a later date. The lead contact should notify the authority immediately of any change in the proposed arrangements and ensure a completed Part 1 and Part 2 is submitted for any new organisation relied on to meet the selection criteria. The authority will make a revised assessment of the submission based on the updated information.
5. For Part 1 and Part 2 every organisation that is being relied on to meet the selection must complete and submit the self-declaration.
6. **Note for Granting Authorities: The following paragraph is optional for inclusion if a decision has been made to request a self-declaration of the exclusion grounds from sub-applicants. All sub-applicants are required to complete Part 1 and Part 2¹.**
7. For answers to Part 3 - If you are applying on behalf of a group, for example, a consortium, or you intend to use sub-applicants, you should complete all of the questions on behalf of the consortium and/ or any sub-applicants, providing one composite response and declaration.

The authority confirms that it will keep confidential and will not disclose to any third parties any information obtained from a named customer contact, other than to the Cabinet Office and/or granting authorities defined by the regulations, or pursuant to an order of the court or demand made by any competent authority or body where the authority is under a legal or regulatory obligation to make such a disclosure.

¹ See PCR 2015 regulations 71 (8)-(9)

Part 1: Potential supplier Information

Please answer the following questions in full. Note that every organisation that is being relied on to meet the selection must complete and submit the Part 1 and Part 2 self-declaration.

Section 1	Potential supplier information	
Question number	Question	Response
1.1(a)	Full name of the potential supplier submitting the information	
1.1(b) – (i)	Registered office address (if applicable)	
1.1(b) – (ii)	Registered website address (if applicable)	
1.1(c)	Trading status a) public limited company b) limited company c) limited liability partnership d) other partnership e) sole trader f) third sector g) other (please specify your trading status)	
1.1(d)	Date of registration in country of origin	
1.1(e)	Company registration number (if applicable)	
1.1(f)	Charity registration number (if applicable)	
1.1(g)	Head office DUNS number (if applicable)	
1.1(h)	Registered VAT number	
1.1(i) - (i)	If applicable, is your organisation registered with the appropriate professional or trade register(s) in the member state where it is established?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>
1.1(i) - (ii)	If you responded yes to 1.1(i) - (i), please provide the relevant details, including the registration number(s).	
1.1(j) - (i)	Is it a legal requirement in the state where you are established for you to possess a particular authorisation, or be a member of a particular organisation in order to provide the services specified in this procurement?	Yes <input type="checkbox"/> No <input type="checkbox"/>
1.1(j) - (ii)	If you responded yes to 1.1(j) - (i), please provide additional details of what is required and confirmation that you have complied with this.	
1.1(k)	Trading name(s) that will be used if successful in this procurement	
1.1(l)	Relevant classifications (state whether you fall within one of these, and if so which one) a) Voluntary Community Social Enterprise (VCSE) b) Sheltered Workshop c) Public service mutual	

1.1(m)	Are you a Small, Medium or Micro Enterprise (SME) ² ?	Yes <input type="checkbox"/> No <input type="checkbox"/>
1.1(n)	<p>Details of Persons of Significant Control (PSC), where appropriate: ³</p> <ul style="list-style-type: none"> - Name; - Date of birth; - Nationality; - Country, state or part of the UK where the PSC usually lives; - Service address; - The date he or she became a PSC in relation to the company (for existing companies the 6 April 2016 should be used); - Which conditions for being a PSC are met; <ul style="list-style-type: none"> - Over 25% up to (and including) 50%, - More than 50% and less than 75%, - 75% or more. ⁴ <p>(Please enter N/A if not applicable)</p>	
1.1(o)	<p>Details of immediate parent company:</p> <ul style="list-style-type: none"> - Full name of the immediate parent company - Registered office address (if applicable) - Registration number (if applicable) - Head office DUNS number (if applicable) - Head office VAT number (if applicable) <p>(Please enter N/A if not applicable)</p>	
1.1(p)	<p>Details of ultimate parent company:</p> <ul style="list-style-type: none"> - Full name of the ultimate parent company - Registered office address (if applicable) - Registration number (if applicable) - Head office DUNS number (if applicable) - Head office VAT number (if applicable) <p>(Please enter N/A if not applicable)</p>	

Please note: A criminal record check for relevant convictions may be undertaken for the preferred suppliers and the persons of significant in control of them.

² See EU definition of SME: <http://ec.europa.eu/enterprise/policies/sme/facts-figures-analysis/sme-definition/>

³ UK companies, Societates European (SEs) and limited liability partnerships (LLPs) will be required to identify and record the people who own or control their company. Companies, SEs and LLPs will need to keep a PSC register, and must file the PSC information with the central public register at Companies House. [See PSC guidance.](#)

⁴ Central Government granting authorities should use this information to have the PSC information for the preferred supplier checked before award.

Please provide the following information about your approach to this competition:

Section 1	Application model				
Question number	Question	Response			
1.2(a) - (i)	Are you applying as the lead contact for a group of economic operators?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please provide details listed in questions 1.2(a) (ii), (a) (iii) and to 1.2(b) (i), (b) (ii), 1.3, Section 2 and 3. If no, and you are a supporting applicant please provide the name of your group at 1.2(a) (ii) for reference purposes, and complete 1.3, Section 2 and 3.			
1.2(a) - (ii)	Name of group of economic operators (if applicable)				
1.2(a) - (iii)	Proposed legal structure if the group of economic operators intends to form a named single legal entity prior to signing a grant, if awarded. If you do not propose to form a single legal entity, please explain the legal structure.				
1.2(b) - (i)	Are you or, if applicable, the group of economic operators proposing to use sub-applicants?	Yes <input type="checkbox"/> No <input type="checkbox"/>			
1.2(b) - (ii)	If you responded yes to 1.2(b)-(i) please provide additional details for each sub-applicant in the following table: we may ask them to complete this form as well.				
	Name				
	Registered address				
	Trading status				
	Company registration number				
	Head Office DUNS number (if applicable)				
	Registered VAT number				
	Type of organisation				
	SME (Yes/No)				
	The role each sub-applicant will take in providing the works and /or supplies e.g. key deliverables				
	The approximate % of grantual obligations assigned to each sub-applicant				

Contact details and declaration

I declare that to the best of my knowledge the answers submitted, and information contained in this document are correct and accurate.

I declare that, upon request and without delay I will provide the certificates or documentary evidence referred to in this document.

I understand that the information will be used in the selection process to assess my organisation's suitability to be invited to participate further in this procurement.

I understand that the authority may reject this submission in its entirety if there is a failure to answer all the relevant questions fully, or if false/misleading information or content is provided in any section.

I am aware of the consequences of serious misrepresentation.

Section 1	Contact details and declaration	
Question number	Question	Response
1.3(a)	Contact name	
1.3(b)	Name of organisation	
1.3(c)	Role in organisation	
1.3(d)	Phone number	
1.3(e)	E-mail address	
1.3(f)	Postal address	
1.3(g)	Signature (electronic is acceptable)	
1.3(h)	Date	

Section 8	The General Data Protection Regulation (GDPR)	Section 8
8.1	<p>Compliance with the GDPR is a mandatory requirement for all grants or agreements that involve the transfer and processing of personal data from 25th May 2018. Will your organisation be compliant with the GDPR and all Data Protection Legislation as defined in the terms and conditions applying to this Invitation to Tender by the time of grant award?</p> <p>Applicants are also required to complete Declaration 6: The General Data Protection Regulation Assurance Questionnaire for Applicants, to evidence the extent of readiness. The Authority reserves the right to seek evidence of any stated position as required, and to require the successful Applicant to increase their preparedness where necessary. If the Authority is not satisfied that the applicant is sufficiently prepared, they reserve the right to exclude the applicant from this procurement.</p>	<p>Yes <input type="checkbox"/></p> <p>No <input type="checkbox"/></p>

Declaration 3: Safe Use of Hydrogen

By responding to this Grant Call, the applicant must provide assurance that its staff are competent to work with hydrogen in the declaration below and evidence must be provided to support the declaration.

I declare that the staff that will be working on this project (and who are already qualified and extensively experienced in the use of natural gas) have given appropriate consideration to the safety considerations of hydrogen and will put in place procedures to ensure these are followed to provide a safe working environment to complete the project.

I declare that the staff that will be working on this project have read and understood (where relevant) the Health and Safety Executive's Installation Permitting Guidance for Hydrogen and Fuel Cell Stationary Applications, available at the following web address:

<http://www.hse.gov.uk/research//rrpdf/rr715.pdf>

Signed

Name

Position

Date

Annex B: Code of Practice for Research

Mandatory Exclusion Grounds

Public Grant Regulations 2015 R57(1), (2) and (3)

Public Grant Directives 2014/24/EU Article 57(1)

Participation in a criminal organisation

Participation offence as defined by section 45 of the Serious Crime Act 2015

Conspiracy within the meaning of

- section 1 or 1A of the Criminal Law Act 1977 or
- article 9 or 9A of the Criminal Attempts and Conspiracy (Northern Ireland) Order 1983

where that conspiracy relates to participation in a criminal organisation as defined in Article 2 of Council Framework Decision 2008/841/JHA on the fight against organised crime;

Corruption

Corruption within the meaning of section 1(2) of the Public Bodies Corrupt Practices Act 1889 or section 1 of the Prevention of Corruption Act 1906;

The common law offence of bribery;

Bribery within the meaning of sections 1, 2 or 6 of the Bribery Act 2010, or section 113 of the Representation of the People Act 1983;

Fraud

Any of the following offences, where the offence relates to fraud affecting the European Communities' financial interests as defined by Article 1 of the convention on the protection of the financial interests of the European Communities:

- the common law offence of cheating the Revenue;
- the common law offence of conspiracy to defraud;
- fraud or theft within the meaning of the Theft Act 1968, the Theft Act (Northern Ireland) 1969, the Theft Act 1978 or the Theft (Northern Ireland) Order 1978;
- fraudulent trading within the meaning of section 458 of the Companies Act 1985, article 451 of the Companies (Northern Ireland) Order 1986 or section 993 of the Companies Act 2006;
- fraudulent evasion within the meaning of section 170 of the Customs and Excise Management Act 1979 or section 72 of the Value Added Tax Act 1994;
- an offence in connection with taxation in the European Union within the meaning of section 71 of the Criminal Justice Act 1993;

- destroying, defacing or concealing of documents or procuring the execution of a valuable security within the meaning of section 20 of the Theft Act 1968 or section 19 of the Theft Act (Northern Ireland) 1969;
- fraud within the meaning of section 2, 3 or 4 of the Fraud Act 2006;
- the possession of articles for use in frauds within the meaning of section 6 of the Fraud Act 2006, or the making, adapting, supplying or offering to supply articles for use in frauds within the meaning of section 7 of that Act;

Terrorist offences or offences linked to terrorist activities

Any offence:

- listed in section 41 of the Counter Terrorism Act 2008;
- listed in schedule 2 to that Act where the court has determined that there is a terrorist connection;
- under sections 44 to 46 of the Serious Crime Act 2007 which relates to an offence covered by the previous two points.

Money laundering or terrorist financing

Money laundering within the meaning of sections 340(11) and 415 of the Proceeds of Crime Act 2002

An offence in connection with the proceeds of criminal conduct within the meaning of section 93A, 93B or 93C of the Criminal Justice Act 1988 or article 45, 46 or 47 of the Proceeds of Crime (Northern Ireland) Order 1996

Child labour and other forms of trafficking human beings

An offence under section 4 of the Asylum and Immigration (Treatment of Claimants etc.) Act 2004;

An offence under section 59A of the Sexual Offences Act 2003

An offence under section 71 of the Coroners and Justice Act 2009;

An offence in connection with the proceeds of drug trafficking within the meaning of section 49, 50 or 51 of the Drug Trafficking Act 1994

An offence under section 2 or section 4 of the Modern Slavery Act 2015

Non-payment of tax and social security contributions

Breach of obligations relating to the payment of taxes or social security contributions that has been established by a judicial or administrative decision.

Where any tax returns submitted on or after 1 October 2012 have been found to be incorrect as a result of:

- HMRC successfully challenging the potential supplier under the General Anti – Abuse Rule (GAAR) or the “Halifax” abuse principle; or
- a tax authority in a jurisdiction in which the potential supplier is established successfully challenging it under any tax rules or legislation that have an effect equivalent or similar to the GAAR or “Halifax” abuse principle;

- a failure to notify, or failure of an avoidance scheme which the supplier is or was involved in, under the Disclosure of Tax Avoidance Scheme rules (DOTAS) or any equivalent or similar regime in a jurisdiction in which the supplier is established

Other offences

Any other offence within the meaning of Article 57(1) of the Directive as defined by the law of any jurisdiction outside England, Wales and Northern Ireland

Any other offence within the meaning of Article 57(1) of the Directive created after 26th February 2015 in England, Wales or Northern Ireland

Discretionary exclusions

Obligations in the field of environment, social and labour law.

Where an organisation has violated applicable obligations in the fields of environmental, social and labour law established by EU law, national law, collective agreements or by the international environmental, social and labour law provisions listed in Annex X to the Directive (see copy below) as amended from time to time; including the following: -

- Where the organisation or any of its Directors or Executive Officers has been in receipt of enforcement/remedial orders in relation to the Health and Safety Executive (or equivalent body) in the last 3 years.
- In the last three years, where the organisation has had a complaint upheld following an investigation by the Equality and Human Rights Commission or its predecessors (or a comparable body in any jurisdiction other than the UK), on grounds of alleged unlawful discrimination.
- In the last three years, where any finding of unlawful discrimination has been made against the organisation by an Employment Tribunal, an Employment Appeal Tribunal or any other court (or incomparable proceedings in any jurisdiction other than the UK).
- Where the organisation has been in breach of section 15 of the Immigration, Asylum, and Nationality Act 2006;
- Where the organisation has a conviction under section 21 of the Immigration, Asylum, and Nationality Act 2006;
- Where the organisation has been in breach of the National Minimum Wage Act 1998.

Bankruptcy, insolvency

Bankrupt or is the subject of insolvency or winding-up proceedings, where the organisation's assets are being administered by a liquidator or by the court, where it is in an arrangement with creditors, where its business activities are suspended, or it is in any analogous situation arising from a similar procedure under the laws and regulations of any State;

Grave professional misconduct

Guilty of grave professional misconduct

Distortion of competition

Entered into agreements with other economic operators aimed at distorting competition

Conflict of interest

Aware of any conflict of interest within the meaning of regulation 24 due to the participation in the procurement procedure

Been involved in the preparation of the procurement procedure.

Prior performance issues

Shown significant or persistent deficiencies in the performance of a substantive requirement under a prior public grant, a prior grant with a granting entity, or a prior concession grant, which led to early termination of that prior grant, damages or other comparable sanctions.

Misrepresentation and undue influence

The organisation has influenced the decision-making process of the granting authority to obtain confidential information that may confer upon the organisation undue advantages in the procurement procedure, or to negligently provided misleading information that may have a material influence on decisions concerning exclusion, selection or award.

Additional exclusion grounds

Breach of obligations relating to the payment of taxes or social security contributions.

ANNEX X Extract from Public Procurement Directive 2014/24/EU

LIST OF INTERNATIONAL SOCIAL AND ENVIRONMENTAL CONVENTIONS REFERRED TO IN ARTICLE 18(2) —

- ILO Convention 87 on Freedom of Association and the Protection of the Right to Organise;
 - ILO Convention 98 on the Right to Organise and Collective Bargaining;
 - ILO Convention 29 on Forced Labour;
 - ILO Convention 105 on the Abolition of Forced Labour;
 - ILO Convention 138 on Minimum Age;
 - ILO Convention 111 on Discrimination (Employment and Occupation);
 - ILO Convention 100 on Equal Remuneration;
 - ILO Convention 182 on Worst Forms of Child Labour;
 - Vienna Convention for the protection of the Ozone Layer and its Montreal Protocol on substances that deplete the Ozone Layer;
 - Basel Convention on the Control of Transboundary Movements of Hazardous Wastes and their Disposal (Basel Convention);
 - Stockholm Convention on Persistent Organic Pollutants (Stockholm POPs Convention)
- Convention on the Prior Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade (UNEP/FAO) (The PIC Convention) Rotterdam, 10 September 1998, and its 3 regional Protocols.

Consequences of misrepresentation

A serious misrepresentation which induces a granting authority to enter into a grant may have the following consequences for the signatory that made the misrepresentation: -

- The potential supplier may be excluded from applying for grants for three years, under regulation 57(8)(h)(i) of the PCR 2015;
- The granting authority may sue the supplier for damages and may rescind the grant under the Misrepresentation Act 1967.
- If fraud, or fraudulent intent, can be proved, the potential supplier or the responsible officers of the potential supplier may be prosecuted and convicted of the offence of fraud by false representation under s.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 company must be excluded from procurement for five years under reg. 57(1) of the PCR (subject to self-cleaning).

Annex C: Processing, Personal Data and Data Subjects

(1) The contact details of the Authority's Data Protection Officer are:

BEIS Data Protection Officer
Department for Business, Energy and Industrial Strategy
1 Victoria Street
London
SW1H 0ET

Email: dataprotection@beis.gov.uk

(2) The contact details of the Applicant's Data Protection Officer are: [To be completed by the Applicant]

(3) The Applicant shall comply with any further written instructions with respect to processing by the Authority.

(4) Any such further instructions shall be incorporated into this Annex C.

Description	Details
Subject matter of the processing	
Duration of the processing	
Nature and purposes of the processing	
Type of Personal Data	
Categories of Data Subject	
Plan for return and destruction of the data once the processing is complete UNLESS requirement under European Union or European member state law to preserve that type of data	

The nature of the service will require the Applicant to collect personal data directly from data subjects. The Applicant will use the agreed BEIS privacy notice as instructed by the Authority. (NB: This may be refined following the agreement of grants between BEIS and the Applicants.).