

# Supply Chain Charter for Nuclear Decommissioning Sites

The Supply Chain Charter aims to improve relationships, planning and performance through all tiers of the supply chain supporting the NDA estate.

The main principle behind the charter is for all levels of the supply chain to 'be a good client'.

All suppliers are encouraged to flow this Charter to their suppliers.

## The NDA Estate

The Nuclear Decommissioning Authority (NDA) is a Non-Departmental Public Body (NDPB) established under the Energy Act of 2004 with the mission to decommission and clean up the 17 civil nuclear sites in the public sector, establish the long-term management arrangements for the UK's higher radioactive wastes and develop UK-wide nuclear Low Level Waste (LLW) management strategy and plans.

NDA places certain contracts, but day-to-day management and delivering the 17 site programmes is the responsibility of 4 Site Licence Companies (SLCs). The SLCs directly contract with the supply chain for the goods and services they need to meet their programmes.

When working within the NDA estate supply chain, suppliers are encouraged to bring innovation, challenge costs and look for more efficient ways of working to continually demonstrate best possible value for money and improve delivery.

NDA encourages all suppliers to meet Government Fair Payment codes of practice, and demonstrate a commitment to the highest standards of skills and safety via the Nuclear Skills Passport.

## Working in Partnership



## Supply Chain Charter for Nuclear Decommissioning Sites

Fostering good working relations across the supply chain within the NDA Estate

# Supply Chain Charter for Nuclear Decommissioning Sites

The Supply Chain Charter aims to foster good working relations across the NDA Estate supply chain, with all parties signing up to a set of principles encouraging mutually beneficial and rewarding relationships. We will:

## Relationships:

- Treat each other openly, fairly, without bias, and how you would wish to be treated giving due regard to diversity and inclusion
- Maintain the highest standards of honesty, integrity, impartiality and objectivity
- Only issue genuine enquiries or set out the basis for requesting a price estimate
- Agree objectives and make it clear what is expected of suppliers and potential suppliers. Where appropriate we will agree common objectives and share in the success of meeting milestones
- Provide constructive feedback on performance and behaviour, and encourage 2-way feedback
- Define and publicise contact points for handling of supplier enquiries and complaints
- Protect commercially sensitive information and respect and protect other's intellectual property

## Planning:

- Make available as much information as practicable on future procurement plans
- Enter into early consultation with suppliers or representative bodies on draft acquisition strategies, pricing options, specifications, and statements of requirement where appropriate
- Publish tender lists where appropriate
- Make available sufficient time and information for suppliers to respond to the bidding process appropriate for the work
- Provide accurate information and updates throughout the procurement process, and make visible to lower tiers
- Identify and manage all conflicts of interest as early as possible

## Performance:

- Apply rigorous health, safety, security and environmental protection standards, and demonstrate responsible environmental performance
- Demonstrate the highest professional standards in the award and management of contracts
- Provide clear specifications which where appropriate encourage innovation and use industry standards
- Manage the bidding process so as to avoid/ minimise the burdens on suppliers, while preserving genuine competition and avoiding discrimination
- Make available the criteria for evaluation of bids, evaluate bids objectively and notify the outcome promptly, providing clear and concise feedback to bidders where required or requested
- Not partake in market abuse or anti-competitive behaviour
- Prohibit and drive to eliminate any modern slavery found in the supply chain
- Pay promptly for work done within prescribed timescales - normally 30 days



## Contacts

Return your completed Supply Chain Charter to: [supplychain@nda.gov.uk](mailto:supplychain@nda.gov.uk) as a pdf or post to Supply Chain Team, NDA, Herdus House, Westlakes Science & Technology Park, Moor Row, Cumbria, CA24 3HU.

Please visit [www.gov.uk/nda](http://www.gov.uk/nda) and see our 'Procurement at NDA' section for the list of companies signed up to the Charter, how to use the Charter wordmark, and details of who to contact should you have any supply chain queries or issues you wish to raise.

## Commitment to the Charter:

On behalf of

\_\_\_\_\_  
(Company)

Name: \_\_\_\_\_

Position: \_\_\_\_\_

CEO or MD

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Commercial Director or equivalent

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Email: \_\_\_\_\_

Telephone: \_\_\_\_\_

Website: \_\_\_\_\_

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