

NAME OF BIDDER



Ministry  
of Defence



## DISPOSAL SERVICES AUTHORITY

### PRE-QUALIFICATION QUESTIONNAIRE

### FOR THE SELECTION OF POTENTIAL PURCHASERS OF GOVERNMENT VESSELS

#### Notes and instructions for Potential Purchasers

#### I. Introduction

This Pre-Qualification Questionnaire (PQQ) has been issued by the Authority in connection with competitive sales for the disposal of Government Vessels.

#### II. Notes for completion

All questions **must** be answered in English. Please ensure that the questionnaire is completed as requested, as failure to do so may result in the submission being disqualified. If the question does not apply to your organisation please write N/A; if you are unable to answer a question please write N/K.

“The Authority” means the Ministry of Defence - Disposal Services Authority.

“You” or “Your” or the “Potential Purchaser” means the individual, business, organisation or company that is completing this PQQ (**it does not include brokerage organizations, acting on behalf of a customer**).

Potential Purchasers are advised to refer to the PQQ guidance notes contained in Annex A to this document, as these will provide further information on the evidence required for each section.

Where your organisation has a valid reason for being unable to provide the specific information requested in relation to Economic and Financial Standing, Technical and Professional Ability or Defence Sector and Project Specific questions, other information may be accepted but only if it is considered appropriate by the Authority.

Your organisation must inform the Authority of any material changes to the information provided by the PQQ as soon as you become aware of any changes to the PQQ originally submitted to the Authority.

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**III. Return of this PQQ**

Please return a completed version of the PQQ, electronically and by post, to:

Commercial Manager, Disposal Services Authority  
Defence Equipment and Support  
Building H9, Room 7, H Site  
Ploughley Road, Arncott  
Bicester  
Oxfordshire  
OX25 2LD  
E-mail: [DESLCSLS-DSA-Commercial@mod.uk](mailto:DESLCSLS-DSA-Commercial@mod.uk)

In your response, you must provide full contact details for the person within the Potential Purchaser's organisation who is responsible for this document (please see Part 1 - Form A).

The completed PQQ should be sent in a plain envelope with the following reference included in the bottom left corner "PQQ – Vessel Disposal" and returned to the Authority. The Authority does not accept responsibility for the premature opening or mishandling of envelopes that are not submitted in accordance with these instructions. Potential Purchasers should also send an electronic copy to the e-mail address provided in **section III**.

**IV. Contact point within the Authority for all queries**

As in **section III** above.

**V. Brokerage Organizations**

It is DSA policy not to accept bids from brokers; therefore, if an organisation provides details that are markedly different from the contact details provided in Form A, **they will not be invited to Tender**. However, it is acceptable for a brokerage organisation to act as the point of contact for a PQQ completed by another organisation as long as any undertaking in relation to the Vessel is made by the organisation completing the PQQ and not the broker.

**VI. Verification of Information Provided**

The Authority will check that the information provided is accurate (for example, declarations at Part 1, Form B). The Authority reserves the right to clarify any answers provided or request further details about issues relating to your PQQ.

**VII. Sub Contracting Arrangements**

Where a sub-contracting approach is proposed, all information requested should be given in respect of the prime Potential Purchaser.

Where one or more sub-contractors will play a significant role in the preparation and delivery of the recycling, conversion or sinking of a Vessel under any ensuing contract, please ensure that your organisation provides a full response to questions 5.1 and 5.2 in Part 2 Form E (Technical and Professional Ability).

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It is recognised that arrangements in relation to sub-contracting may be subject to change. However, Potential Purchasers should be aware that where sub-contractors are to play a significant role, any changes to those sub-contracting arrangements may constitute a material change and could therefore affect the ability of the Potential Purchaser to proceed with the preparation and delivery of the recycling, or conversion of the Vessel.

#### **VIII Consortia Arrangements**

If the Potential Purchaser is bidding for the requirement as a consortium, the following information must be provided:

- Full details of the consortium; and
- All information required in this PQQ in respect of each of the consortium's constituent members as part of a single composite response.

Potential Purchasers should provide details of the actual or proposed percentage shareholding of the constituent members within the consortium in a separate Annex to this PQQ. If a consortium is not proposing to form a corporate entity, full details of alternative proposed arrangements should be provided in this Annex.

The Authority recognises that arrangements in relation to consortia may (within limits) be subject to future change. Potential Purchasers should therefore complete the PQQ based on arrangements as currently envisaged. Potential Purchasers are reminded that the Authority must be made aware of any future changes in relation to consortia. A further assessment of the PQQ will then be made by applying the selection criteria to the new information provided.

#### **IX. Selection of Tenderers**

The intention of the PQQ is to select suitably qualified Potential Purchasers for formal invitation to tender for future sales of Government Vessels.

The minimum standards required of Potential Purchasers for recycling and further use or sinking for an artificial reef are set out at in Annexes A and B respectively, relating to the proposed dismantling or conversion facility, Health and Safety practices, environmental management and operational processes.

**In order to pass the pre-qualification stage and be invited to tender for Further sales of Government Vessels, all Potential Purchasers must complete forms A, B, C, D and E and satisfy the following mandatory criteria:**

1. Submission of a PQQ that has been signed, with satisfactory completion of all sections in accordance with the instructions.
2. All information in Part 1 Form A relating to the organisation and contact details is provided in full.
3. A position of good standing, as evidenced by answers at Part 1 Forms B and C.
4. Satisfactory level of economic and financial standing, as evidenced by answers at Part 1 Form D.
5. Demonstrable technical and professional ability, as evidenced by answers at Part 2 Form E.

Potential Purchasers who propose to recycle a Vessel must satisfy criteria 1 to 5 and also provide satisfactory responses to **questions 6.1 and 6.2** after completing Part 2 **Form F**.

Potential Purchasers who propose to purchase a Vessel for further use must satisfy criteria 1 to 5 and also provide satisfactory responses to **questions 7.1, 7.2, 7.3 and 7.4** after completing Part 2 **Form G**.

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Potential Purchasers who propose to purchase a Vessel to **sink for an artificial reef** must satisfy criteria 1 to 5 and also provide satisfactory responses to **questions 8.1, 8.2, 8.3, 8.4, 8.5, 8.6 and 8.7** after completing Part 2 **Form H**.

References, site visits or demonstrations or presentations are unlikely to be requested at this stage but the Authority reserves the right to request them as a part of the pre-qualification process.

The Authority will contact you within 14 days of receiving your PQQ to let you know whether your organisation's has satisfied the criteria in this section, or to seek further clarification if required. If successful, you will then be invited to tender for future sales of Government Vessels.

**X. Miscellaneous**

Under no circumstances shall the Authority incur any liability in respect of this PQQ or any supporting documentation. The Authority will not reimburse any costs incurred by Potential Purchasers in connection with preparation and submission of their responses to this PQQ.

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## PART 1: FORM A – Organisation and Contact Details

Important notice:

All sections in Form A must be completed in full; failure to do so may result in the PQQ being disqualified as non-compliant and the organisation will not be invited to tender for future sales of Government Vessels.

1. ORGANISATION AND CONTACT DETAILS		
Full name of organisation:		
Please indicate which disposal route the organisation is completing this PQQ for (delete as appropriate):	RECYCLING/FURTHER USE/SINK FOR ARTIFICIAL REEF	
Registered office address	Company or Organisation registration number	
	VAT registration number	
	Name of immediate parent company	
	Name of ultimate parent company	
Company website		

CONTACT DETAILS FOR ENQUIRIES RELATING TO THIS PQQ	
Name	
Position in the organisation	
Full Address	
Telephone number	
E-mail address	

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## PART 1: FORM B – Grounds for mandatory rejection

### Important Notice:

In certain circumstances the Authority is required by law to exclude you from future tendering. If you answer 'yes' to any question in this section it is very unlikely that your application will be accepted. If you answer 'yes', please set out (in a separate Annex to this PQQ) full details of the relevant conviction and any remedial action taken subsequently. The information provided will be taken into account by the Authority in considering whether or not you will be able to proceed any further in respect of future sales.

<b>Please answer Yes or No to each question</b>	
<b>2. GROUNDS FOR MANDATORY REJECTION</b>	
<b>2.1 Has your organisation or any directors or partner or any other person who has powers of representation, decision or control been convicted of any of the following offences?</b>	<b>Answer</b>
(a) Conspiracy within the meaning of section 1 of the Criminal Law Act 1977 where that conspiracy relates to participation in a criminal organisation as defined in Article 2(1) of Council Joint Action 98/733/JHA (as amended);	
(b) Corruption within the meaning of section 1 of the Public Bodies Corrupt Practices Act 1889 or section 1 of the Prevention of Corruption Act 1906 (as amended);	
(c) The offence of bribery;	
(d) Fraud, where the offence relates to fraud affecting the financial interests of the European Communities as defined by Article 1 of the Convention relating to the protection of the financial interests of the European Union, within the meaning of:	
(i) the offence of cheating the Revenue;	
(ii) the offence of conspiracy to defraud;	
(iii) fraud or theft within the meaning of the Theft Act 1968 and the Theft Act 1978;	
(iv) fraudulent trading within the meaning of section 458 of the Companies Act 1985 or section 993 of the Companies Act 2006;	
(v) defrauding the Customs within the meaning of the Customs and Excise Management Act 1979 and the Value Added Tax Act 1994;	
(vi) an offence in connection with taxation in the European Community within the meaning of section 71 of the Criminal Justice Act 1993; or	
(vii) destroying, defacing or concealing of documents or procuring the extension of a valuable security within the meaning of section 20 of the Theft Act 1968.	
(e) Money laundering within the meaning of the Money Laundering Regulations 2003 or Money Laundering Regulations 2007; or	
(f) Any other offence within the meaning of Article 45(1) of Directive 2004/18/EC as defined by the national law of any relevant State.	

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## PART 1: FORM C - Grounds for discretionary rejection

### Important Notice:

The Authority is entitled to exclude you from future tendering if you answer 'yes' to any question in this section, but may decide to allow you to proceed further. In the event that any of the following do apply, please set out (in a separate Annex to this PQQ) full details of the relevant incident and any remedial action taken subsequently. The information provided will be taken into account by the Authority in considering whether or not you will be able to proceed any further in respect of future sales.

<b>Please answer Yes or No to each question</b>	
<b>3. GROUNDS FOR DISCRETIONARY REJECTION</b>	
<b>3.1 Are any of the following statements true of your organisation?</b>	<b>Answer</b>
(a) <u>being an individual</u> , is bankrupt or has had a receiving order or administration order or bankruptcy restrictions order made against him or has made any composition or arrangement with or for the benefit of his creditors or has not made any conveyance or assignment for the benefit of his creditors or appears unable to pay or to have no reasonable prospect of being able to pay, a debt within the meaning of section 268 of the Insolvency Act 1986, or article 242 of the Insolvency (Northern Ireland) Order 1989, or in Scotland has granted a trust deed for creditors or become otherwise apparently insolvent, or is the subject of a petition presented for sequestration of his estate, or is the subject of any similar procedure under the law of any other state;	
(b) <u>being a partnership constituted under Scots law</u> , has granted a trust deed or become otherwise apparently insolvent, or is the subject of a petition presented for sequestration of its estate; or	
(c) <u>being a company or any other entity within the meaning of section 255 of the Enterprise Act 2002</u> has passed a resolution or is the subject of an order by the court for the company's winding up otherwise than for the purpose of bona fide reconstruction or amalgamation, or had a receiver, manager or administrator on behalf of a creditor appointed in respect of the company's business or any part thereof or is the subject of similar procedures under the law of any other state.	
<b>3.2 Has your organisation ever:</b>	
(a) been convicted of a criminal offence relating to the conduct of your business or profession;	
(b) committed an act of grave misconduct in the course of your business or profession;	
(c) failed to fulfil obligations relating to the payment of social security contributions under the law of any part of the United Kingdom or of the relevant State in which you are established;	
(d) failed to fulfil obligations relating to the payment of taxes under the law of any part of the United Kingdom or of the relevant State in which you are established.	

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## PART 1: FORM D – Economic and financial standing

### Important Notice:

Where the Potential Purchaser is a consortium or association of suppliers, the financial information and insurance details are required for **each** Potential Purchaser that is a member of the consortium or association. Where the Potential Purchaser is a subsidiary of a group, the financial information and insurance details are required for **both** the subsidiary and the parent company.

Parent company and/or other guarantees of performance and financial standing may be required if considered appropriate by the Authority.

<b>4. ECONOMIC AND FINANCIAL STANDING</b>	
<b>FINANCIAL INFORMATION</b>	
<p><b>4.1 Please provide evidence of one of the following:</b></p> <p><b>A statement of your cash flow forecast for the current financial year and a bank letter outlining the current cash and credit position of your organisation; or</b></p> <p><b>If your organisation has been trading for less than 12 months, alternative means of demonstrating the financial status of your organisation.</b></p> <p><b>IMPORTANT – Bidders for further use or sinking a Vessel for an artificial reef who cannot provide a cash flow forecast on their current cash and credit position must provide full responses to the financial questions in sections G and H respectively, otherwise the PQQ will be disqualified as non-compliant.</b></p>	
<b>INSURANCE</b>	
<p><b>4.2 Please provide written evidence that;</b></p> <p><b>a) Your organisation has insurance arrangements in place for the purposes of your recycling/further use/sinking for an artificial reef project, and that the insurance covers the full duration of the project.</b></p> <p><b>b) Your organisation is able to comply with the legal requirement of having employer's liability insurance in place for at least £5,000,000.</b></p>	



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## PART 1: FORM E – Technical and Professional Ability

### Important Notice:

All questions in Form E must be answered in full; nil or unsatisfactory responses to any of these questions may result in the PQQ being classed as non-compliant and the organisation will not be invited to tender for any future ship sales.

<b>5. TECHNICAL AND PROFESSIONAL ABILITY</b>	
<b>AVAILABLE EXPERTISE</b>	
<b>5.1 Will one or more sub-contractors be involved in the preparation and/or delivery of the recycling, conversion or sinking of any Vessels?</b>  <b>IMPORTANT - Please answer yes or no to this question. If answered yes, please respond to question 5.2; if answered no, please enter N/A.</b>	
<b>5.2 Where one or more sub-contractors are involved in the preparation and/or delivery of the recycling, conversion or sinking of any Vessels, please provide full details of the composition of the supply chain.</b>  Responses to this question should include the names of each sub-contractor and which member of the supply chain will be responsible for each element of the requirement.	
<b>QUALITY MANAGEMENT</b>	
<b>5.3 Please list any forms of certification or accreditation held by the organisation to demonstrate the capability of your organisation in terms of quality management; this may include, but is not limited to, ISO 9001 (Quality Management Systems).</b>	
<b>HEALTH AND SAFETY MANAGEMENT</b>	
<b>5.4 Please list any forms of certification or accreditation held by the organisation to demonstrate the capability of your organisation in terms of health and safety management; this may include, but is not limited to, ISO 18001 (Occupational Health and Safety Assurance Systems).</b>	
<b>ENVIRONMENTAL MANAGEMENT</b>	
<b>5.5 Please list any forms of certification or accreditation held by the organisation to demonstrate the capability of your organisation in terms of environmental management; this may include, but is not limited to, ISO 14001 (Environmental Management Systems).</b>	

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MEMBERSHIPS AND LICENCES
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5.6 Please list the memberships and licences currently held by your organisation that are specific to the disposal of Vessels and waste material.
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**PART 2: FORM F – Defence Sector and Project Specific Questions - Ship recycling**

Important notice:

Potential Purchasers who propose to **recycle** a Vessel should provide answers to **questions 6.1 and 6.2** of this section.

<b>6. SHIP RECYCLING</b>	
<b>6.1 Please confirm that you have identified a suitable facility from which the recycling of any Vessels will take place, including full details of where the facility is located.</b>	
<b>6.2 In no more than 500 words, please explain how your identified recycling facility has the capability to receive and then dismantle MoD Vessels.</b>	

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**PART 2: FORM G – Defence Sector and Project Specific Questions – Further use**

Important notice:

Potential Purchasers who propose to purchase a Vessel for **further use** should provide answers to questions 7.1, 7.2, 7.3 and 7.4 of this section.

7. FURTHER USE OF VESSELS	
7.1 In no more than 500 words, please provide a summary of the business case for your further use proposal. The summary should include what the Vessel will be used for, the activities involved and how the proposal will be delivered to secure a financial return.	
7.2 Please supply written evidence to demonstrate: a) That financial backing will be provided to support the further use proposal. b) The source of financial backing for the further use proposal. c) Any capital that has already been invested in the further use project.	
7.3 In no more than 500 words, please state: a) What conversion will be required for the delivery of the further use proposal. b) Who will undertake the conversion work and where this will take place.	
7.4 In no more than 500 words, please state: a) The location where final mooring of the Vessel will take place. b) Who will manage the further use of the Vessel after final mooring has taken place.	

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**PART 2: FORM H – Defence Sector and Project Specific Questions – Ship sinking**

Important notice:

Potential Purchasers who propose to purchase a Vessel to **sink for an artificial reef** should provide answers to **questions 8.1, 8.2, 8.3, 8.4, 8.5, 8.6 and 8.7** of this section.

<b>8. SINKING OF VESSELS FOR AN ARTIFICIAL REEF</b>	
<b>8.1</b> In no more than 500 words, please provide full details of the location where the Vessel will be placed for sinking. Co-ordinates of the location should also be provided.	
<b>8.2</b> In no more than 500 words, please provide a summary of how your organisation proposes to sink a Vessel at the location identified in question 8.1.	
<b>8.3</b> In no more than 500 words, please provide written evidence of the following:  a) What contact your organisation has made with the Marine Management Organisation (or other licensing body where applicable) to date, and how your organisation has liaised with the Marine Management Organisation or other licensing body.  b) What requests have been made by your organisation for a marine licence, and if so what is the application number. If your organisation already holds a marine licence, please state the licence number.	
<b>8.4</b> Please supply written evidence to demonstrate:  a) That financial backing will be provided to support the sinking of the Vessel.  b) The source of financial backing for sinking the Vessel.  c) Any capital that has already been invested in the sinking project, and the projected financial return from the project.  d) That post-sinking indemnities have been/will be secured.	

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<p><b>8.5 In no more than 500 words, please provide a summary of how your organisation proposes to prepare a Vessel for sinking in accordance with the London Convention and other regulations, plus details of who will prepare the Vessel for sinking (including towing of the Vessel).</b></p>	
<p><b>8.6 In no more than 500 words, please provide a summary of how your organisation proposes to remove and make safe any hazards prior to the sinking of a Vessel and dispose of these safely, and who will be responsible for the removal of these hazards.</b></p>	
<p><b>8.7 In no more than 500 words, please provide full details of what appraisals have been carried out for diver safety if the Vessel is to be used for recreational diving?</b></p>	

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**SIGNATURE**

<b>9</b>	I declare that to the best of my knowledge the answers submitted in this PQQ are correct. I understand that the information will be used in the process to assess my organisation's suitability to be invited to tender for the Authority's requirement and I am signing on behalf of my organisation. I understand that the Authority may reject this PQQ if there is a failure to answer all relevant questions fully or if I provide false and/or misleading information.	
	<b>FORM COMPLETED BY</b>	
9.1	Name:	
9.2	Date:	
9.3	Signature:	

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**ANNEX A: PQQ guidance notes**

This Annex is designed to provide guidance on how to complete the Pre-Qualification Questionnaire (PQQ) by outlining the information required for answering each question contained in the document. In order to be invited to tender for the sale of a Vessel, Potential Purchasers are expected to provide evidence to demonstrate that they can achieve the stated benchmark across all sections of the PQQ.

Responses to the PQQ will be evaluated solely on the information provided in the submission; existing knowledge, the reputation of Potential Purchasers or their facilities, and any participation in previous Tender exercises for the sale of Vessels will not be considered when evaluating responses.

**PART 1: FORM A – Organisation and Contact Details**

Potential Purchasers are expected to provide full contact details so that the organisation who will be invited to tender can be clearly identified; this is particularly important for consortia bids or where a brokerage organisation is acting as the point of contact for the organisation.

**PART 1: FORM B – Grounds for mandatory rejection**

Please refer to the Important Notice contained at the beginning of the form.

**PART 1: FORM C - Grounds for discretionary rejection**

Please refer to the Important Notice contained at the beginning of the form.

**PART 1: FORM D – Economic and financial standing****Financial information**

Question 4.1 - Potential Purchasers are expected to provide a set of financial accounts, including the profit and loss account, balance sheet and cash flow statement, for a financial period within the last two years. Should the organisation be unable to provide a set of financial accounts because they have been trading for less than 12 months, Potential Purchasers must provide some form of financial or parent company guarantee that will be underwrite any bids made for a Vessel. Bidders who propose to purchase a Vessel for further use or to sink for an artificial reef who cannot provide a detailed response to this question must provide further information within forms G and H respectively.

**Insurance**

Question 4.2 - Potential Purchasers should provide written evidence of their insurance arrangements for the full duration of the ship disposal project. As employer's liability insurance is a mandatory requirement, Potential Purchasers who fail to provide written evidence of this insurance for at least £5m will be excluded from the Tender process.



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## **PART 1: FORM E – Technical and Professional Ability**

### **Available expertise**

Questions 5.1 and 5.2 - Should your organisation indicate that it will utilise sub-contractors for the disposal of a Vessel, full details of the names and roles of all sub-contractors must be provided in question 5.2. More detailed information on sub-contractors will be required at the Invitation to Tender stage.

### **Quality management**

Question 5.3 - Potential Purchasers should list all certification and accreditation held by the organisation that demonstrates capability in terms of quality management. More detailed evidence of certificates and accreditation will be required at the Invitation to Tender stage, but the Authority reserves the right to verify any certificates and accreditation listed in the PQQ with the relevant awarding bodies.

### **Health and Safety management**

Question 5.4 - Potential Purchasers should list all certification and accreditation held by the organisation that demonstrates capability in terms of health and safety management. More detailed evidence of certificates and accreditation will be required at the Invitation to Tender stage, but the Authority reserves the right to verify any certificates and accreditation listed in the PQQ with the relevant awarding bodies.

### **Environmental management**

Question 5.5 - Potential Purchasers should list all certification and accreditation held by the organisation that demonstrates capability in terms of environmental management. More detailed evidence of certificates and accreditation will be required at the Invitation to Tender stage, but the Authority reserves the right to verify any certificates and accreditation listed in the PQQ with the relevant awarding bodies.

### **Memberships and licences**

Question 5.6 - Potential Purchasers should list all memberships and licences held by the organisation specific to the disposal of Vessels and waste material. More detailed evidence of memberships and licences will be required at the Invitation to Tender stage, but the Authority reserves the right to verify any memberships and licences listed in the PQQ.

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**PART 2: FORM F – Defence Sector and Project Specific Questions - Ship recycling**

Question 6.1 - Failure to provide details of a recycling facility which is located within the OECD or EU will result in the Potential Purchaser being excluded from further participation in the Tender process. It is DSA policy not to accept bids from brokers; therefore, if an organisation provides details of a ship recycling facility that is markedly different from the contact details provided in Form A, they will not be invited to Tender. However, it is acceptable for a brokerage organisation to act as the point of contact for a PQQ completed by another organisation as long as any undertaking in relation to the Vessel is made by the organisation completing the PQQ and not the broker.

Question 6.2 - Potential Purchasers should provide a general statement of their facility's ship recycling capability, such as facilities, manpower, capacity and geographical advantages, rather than making reference to their capability to dispose of a particular Vessel.

**PART 2: FORM G – Defence Sector and Project Specific Questions – Further use**

Question 7.1 - Potential Purchasers should provide a response that is a summary of a business case and makes clear what the further use proposal will entail, the activities involved and how it will be delivered e.g. the proposed further use is for the Vessel to be converted into a museum or a tourist attraction. Purchasers should also explain how the further use project will deliver a financial return. Further scrutiny of the feasibility and quality of a fully-costed business case will be included at the Invitation to Tender stage. It is DSA policy not to accept bids from brokers; therefore, if an organisation provides details that are markedly different from the contact details provided in Form A, they will not be invited to Tender.

Question 7.2 - Potential Purchasers should supply written evidence (such as letters from banks and investors) that financial backing can be provided to support their further use proposal, and ensure that the source of this financial backing can be clearly identified; failure to provide this information will result in the organisation being excluded from further participation in the Tender process. The Authority reserves the right to validate the identified source of financial backing. Details of any existing investment for the further use proposal, such as capital invested 'in-trust', should also be provided.

Question 7.3 - Potential Purchasers should provide a clear statement as to how the Vessel will be converted from its current state into the further use proposal stated in question 7.1; the conversion should be feasible, safe and environmentally-friendly, and be undertaken by an appropriately certified/qualified company who specialises in this area.

Question 7.4 - Potential Purchasers should provide evidence demonstrating that the further use proposal has a viable long-term future i.e. the Vessel will be moored in a suitable location and will be properly managed and operated.

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**PART 2: FORM H – Defence Sector and Project Specific Questions – Ship sinking**

Question 8.1 - Potential Purchasers should provide clear evidence that the Vessel will be sunk in a location within the OECD or EU, as well as evidence of approval being granted for sinking the Vessel in the stated location. The Authority will consider the evidence provided in terms of the approval being requested and make a decision that is proportionate i.e. relevant authorities may only grant approval subject to the bid being successful or other conditions being satisfied. The Authority may contact the relevant authorities in the stated location to verify that the Potential Purchaser has been granted approval to sink a Vessel there.

It is DSA policy not to accept bids from brokers; therefore, if an organisation provides details that are markedly different from the contact details provided in Form A, they will not be invited to Tender.

If co-ordinates for the location cannot be provided, a polygon for the potential area should be included within the PQQ submission.

Question 8.2 - Potential Purchasers should provide a general statement of their sinking capability as opposed to their capability to sink a particular Vessel i.e. can the Potential Purchaser sink Vessels in a safe and environmentally-friendly manner that does not increase the level of risk to the MoD. Potential Purchasers should also explain how the sinking project will deliver a financial return.

Question 8.3 - Potential Purchasers are expected to provide evidence of engagement with the Marine Management Organisation (MMO), or another licensing body if the organisation is out of scope of the MMO, to demonstrate a clear intention to obtain the necessary marine licenses required for the sinking of Vessels. Potential Purchasers should also provide application or marine licence numbers which the Authority can subsequently verify with the licensing body; original copies of all licences will be required at the Invitation to Tender stage.

Question 8.4 - Potential Purchasers should supply written evidence (such as letters from banks and investors) that financial backing can be provided to support their sinking proposal, and ensure that the source of this financial backing can be clearly identified; failure to provide this information will result in the organisation being excluded from further participation in the Tender process. The Authority reserves the right to validate the identified source of financial backing. Details of any existing investment for the sinking proposal, such as capital invested 'in-trust', and the projected financial return of the sinking project should also be provided, as well as information regarding post-sinking indemnities.

Question 8.5 - Potential Purchasers for sinking a Vessel are expected to demonstrate applied knowledge of the London Convention when summarising how they would prepare a Vessel for sinking. The Potential Purchaser should also clearly state the name of any other organisations who will support the preparation of a Vessel including its towing (this may also appear in questions 5.1 and 5.2 on sub-contractors).

Question 8.6 - Potential Purchasers should provide a general statement of their capability and expertise in the removal of hazards i.e. can the Potential Purchaser remove hazards from a Vessel in a safe and environmentally-friendly manner that does not increase the level of risk to the MoD. If the Potential Purchaser will not be carrying out the removals of hazards themselves, full details of who will be undertaking these activities should be provided in this section.

Question 8.7 - Potential purchasers should provide details of appraisals which have been carried out for recreational diving, including the names of any authorities/bodies that have carried out these appraisals.

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### Summary of the PQQ process

After an evaluation of all sections, Potential Purchasers will only be invited to Tender if they satisfy the criteria in all sections of the PQQ. In order to ensure the fair and equal treatment of all organisations involved in the process, Potential Purchasers who are unsuccessful at the PQQ stage will be given a full explanation as to why this has been the case and be offered the opportunity to submit a revised PQQ.

Potential Purchasers who satisfy the PQQ evaluation criteria will be notified that they have been successful and be informed of the necessary arrangements for the Invitation to Tender stage when a Vessel is declared for sale.