



# Beyond Off Street: Smart Meter Electric Vehicle Charging Trial

Questions and Answer responses

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**INDUSTRIAL  
STRATEGY**

White Paper

**OGL**

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# Contents

Questions & Answers	4
A: Context and over-arching objectives	5
B: Programme	6
C: Technical	8
Questions received after 01 April 2020:	10
Questions received after 08 April 2020:	12
Questions received after 17 April 2020:	12
D: Commercial, tendering	15
Questions received after 01 April 2020:	20
Questions received after 08 April 2020:	21
Questions received after 17 April 2020:	21
Further Information	31

## Questions & Answers

The preliminary Q&A response was issued on 02 April, to questions put during the Beyond Off Street ITT briefing webinar held on 25 March 2020 and questions submitted by email to BEIS up to 01 April. (Questions numbered 1 to 40.)

This document is the final Q&A response, to questions submitted since 01 April – these additional questions are numbered i, ii, iii etc at the end of their respective theme sections (A. Context / Objectives; B. Programme; C. Technical; D. Commercial / Tendering).

No further questions may be submitted.

Q&A responses will be published online at <https://www.gov.uk/government/publications/smart-meter-enabled-electric-vehicle-ev-charging-trial-beyond-off-street>, and will be sent to the parties which have registered interest in the programme.

In recognition of the Covid-19 circumstances, the deadlines above include a two week extension as applied by BEIS on 02 April 2020.

Additionally, the deadline for registration of intent to bid was extended to **21 April 2020** and the deadline for submission of the bid itself was also extended, to **29 May 2020**. The notification of outcomes will likewise be delayed in order to provide thorough assessment and moderation of applications. Applicants can expect written feedback on week commencing **22 June 2020**. This notification extension period and the standstill period should be considered within the project plan and an updated ITT will be published to reflect this.

## A: Context and over-arching objectives

**Q.1** Whilst utilising the Data Communications Company (DCC)/Smart ecosystem was the “lead option” in the EV Smart Charging consultation, it also sought evidence on potential alternatives. The confirmed position is pending. Why then does the ITT prescribe a DCC/Smart solution? Would a solution that is based on an alternative but meets the objectives set out in the EV Smart Charging consultation be considered compliant?

**A.1** The purpose of the project, as set out in the ITT, is to answer a question about the smart metering system’s ability to perform EV smart charging in contexts such as on street and workplace charging.

This project will form a part of the evidence base supporting the long term decision on EV smart charging set out in the 2019 consultation on this issue. Over the course of the following months the Government will be carrying out numerous activities to build and develop the evidence base supporting this decision including consideration of alternatives. There are already various funding streams/projects which support alternative communications systems in the smart energy context. A fuller explanation may be found in the ITT - please refer to Section 2, Specification of Requirements: 2. Background (p14), and 3. Aims and Objectives (p15)

Date response issued: 02/04/2020

**Q.2** SBRI = Small Business Research Initiative. The two previous projects were led by EDMI and EDF. Neither are small business. Please advise.

**A.2** The Small Business Research Initiative (SBRI) is a Pre-Commercial Procurement process. SBRI is a contract-based programme to fund the development of innovative technology solutions to meet government needs – either for departments’ own procurement requirements or to meet policy challenges. The reference to 'small business' in the SBRI title indicates that the process may have particular relevance to small and medium businesses to help them to grow; however, SBRI is open to all organisations who are seeking assistance for pre-commercial development and trialling of innovative products.

Date response issued: 02/04/2020

**Q.3** Please provide details of separate funding which supports alternative communications methods (e.g. for DSR).

**A.3** BEIS and other public sector innovation funding is supporting a range of projects, including demand-side response and vehicle-to-grid innovation. Details of current BEIS funded smart energy innovation projects are listed on this webpage: <https://www.gov.uk/guidance/funding-for-innovative-smart-energy-systems>

Date response issued: 02/04/2020

**Q.4 Please clarify the purpose of the trial, with respect to the role of smart metering in network protection and tariff optimisation**

**A.4** The core objective of this project is to develop smart meter-integrated EV chargepoints that can perform smart charging and which operate outside the current scope of the smart meter roll out (e.g. in off-street domestic and micro business settings).

Government has stated that EV smart charging solutions (both short and long-term) needs to meet four policy objectives: a.) grid protection (including cyber security), b.) consumer protection (including interoperability and data privacy), c.) innovation and d.) consumer uptake (of both EVs and smart chargepoints). Using the smart metering infrastructure could contribute to a) and b), and tariff optimisation could contribute to objectives b.) and d.). More generally, ensuring a transition to a smart and flexible energy system will reduce the costs of decarbonisation.

**Date response issued:** 02/04/2020

## B: Programme

**Q.5 Will secondary research and modelling to explore wider use cases, e.g. other DSR use cases or proportional control, be viewed favourably in a bid? Or is the focus only on things that can be physically demonstrated?**

**A.5** The requirement in this procurement is for a smart meter-integrated charge point to be designed and tested and then trialled at a scale of approximately 100 chargepoints by each of up to two successful bidders. Bids will also be assessed against approaches to Engagement and Innovation, and with reference to Analysis, as detailed in the ITT. A demonstration of proportional load control and DSR capability, using the smart metering infrastructure, would be viewed favourably.

Please refer to Section 2, Specification of Requirements: 1. Introduction and summary of requirements "Notes: Technical Solution" (p13); 4.2 Device Requirements (p16); 4.4 Use Cases (p18); 17. Assessment of Tenders / Assessment Criteria and Scoring Methodology (p28)

**Date response issued:** 02/04/2020

**Q.6 Does the scope include interfacing with the network/ Distribution Network Operator (DNO)?**

**A.6** Inclusion of Distribution Network Operators (DNOs) within the project is not a requirement, but we are keen to see innovation in this area and there is scope in the bid assessment to award higher marks projects which do include numerous use cases, such as local network management. Please refer to Section 2, Specification of Requirements: 17. Assessment of Tenders / Assessment Criteria and Scoring Methodology (p28).

**Date response issued:** 02/04/2020

**Q.7 Will you be expecting end-to-end system testing for phase 1, or just testing the device endpoints?**

**A.7** We would expect to see end-to-end system testing in phase 1, as detailed in the ITT. Please refer to Section 2, Specification of Requirements: 5. Outputs Required 5.1 Device Development (first) phase outputs (p20).

**Date response issued:** 02/04/2020

**Q.8 Is funding offered for post-project support & maintenance, or is this the responsibility of the consortium?**

**A.8** The consortium can propose to remove or maintain equipment in place at end of trial. Any costs of removal can be included in the bid. There is no scope for ongoing funding beyond the end of the trial to maintain charge points.

**Date response issued:** 02/04/2020

**Q.9 Please clarify the requirement for development and manufacturing activities being carried out in the UK.**

**A.9** The manufacture/build can take place outside Great Britain, however the project activities for any development in this competition must be conducted in the UK and the trial of chargepoint devices must be done in Great Britain in accordance with the Smart Meter roll out. The technology must also be at a pre-commercial stage of development in the UK.

**Date response issued:** 02/04/2020

**Q.10 In a consortium, are there any mandatory partners required for this project?**

**A.10** A consortium must have a meter manufacturer and/or: a chargepoint manufacturer / operator, or an electricity supplier who is a registered Data and Communications Company (DCC) user. Please refer to the ITT Section 2, Specification of Requirements: 1. Introduction and summary of requirements "Notes: Consortium Members" (p13) and; 15. Consortium Bids (p25)

**Date response issued:** 02/04/2020

**Q.11 Please confirm / clarify the required "Beyond Off Street" charging contexts.**

**A.11** The existing smart meter roll out scope is limited to off street domestic and micro businesses. There is a clear priority for the contexts in which we expect to demonstrate the operation of smart meter-integrated EV chargepoints outside that scope for this, the "Beyond Off Street" programme, as follows:

1. Highly desirable: on-street parking (i.e. in a residential street) where chargepoints and associated power may be provided by the local authority; 2. Second priority (but also desirable): workplace charging; 3. Other contexts for demonstrating charging outside the existing smart meter roll out scope will be considered. For the avoidance of doubt, this does not include charging on domestic or micro-business premises' driveways.

Tenders will be evaluated with reference to this hierarchy of priorities. Please refer to ITT Section 2, Specification of Requirements: 1. Introduction and summary of requirements "Notes: Priority of Contexts/Trial Settings" (p14)

**Date response issued:** 02/04/2020

**Q.12 Are there any preferences regarding location of the project?**

**A.12** The trial must be carried out in Great Britain, in accordance with the Smart Meter roll out, but there are no preferences on geographical location of the trial within Great Britain. Bidders should also note the preferred priority of charging contexts, as set out in the ITT - please refer to ITT Section 2, Specification of Requirements: 1. Introduction and summary of requirements "Notes: Priority of Contexts/Trial Settings" (p14)

**Date response issued:** 02/04/2020

## C: Technical

**Q.13 Is load control available to 'other Data Communication Company (DCC) Users'?**

**A.13** Energy suppliers are the only Data Communication Company (DCC) Users that can send load control messages; DCC "Other Users" cannot access load control functionality. This is partly why it is essential to have an Electricity Supplier who is registered with the DCC as part of the consortium.

**Date response issued:** 02/04/2020

**Q.14 Will a Data and Communication Company (DCC) communications hub need to be integrated in the charge point?**

**A.14** Data Communication Company (DCC) Communications Hubs will need to part of the trial, although there is nothing to stop communications hubs being separate from the charge point, or chargepoints from sharing comms hubs, noting there is a maximum of 4 electricity smart meters (Electricity Smart Meter Equipment / ESMEs) per comms hub.

**Date response issued:** 02/04/2020

**Q.15 Can we get a list of all the commands you would, ideally, like to be covered in this project?**

**A.15** We do not have a set list of commands. The requirements are set out in the ITT and we would expect bidders to use the commands required for their bid and to address the innovation requirements set out in the ITT. Please refer to Section 2, Specification of Requirements: 1. Introduction and summary of requirements "Notes: Technical Solution" (p13); 4.2 Device Requirements (p16); 4.4 Use Cases (p18); assessment criterion 2d (p29); assessment criterion 4b (p29).

**Date response issued:** 02/04/2020

**Q.16 Will National Cyber Security Centre (NCSC) be assessing the Electric Vehicle Supply Equipment (EVSE) security elements specifically not just the Metering Commercial Product Assurance (CPA) etc**

**A.16** The scope of Commercial Product Assurance (CPA) is defined in the existing Security Characteristics (SCs). Where additional functionality is integrated into an ESME (Electricity Smart Meter Equipment), for example, then the impact of this on the SCs will be assessed by the CPA test house. Functionality outside smart metering is not currently within the Commercial Product Assurance Scope.

**Date response issued:** 02/04/2020

**Q.17 Are you expecting solutions to communicate directly with the Data Communication Company (DCC) or to route through the user's comms hub and to the DCC?**

**A.17** We expect new Communications Hubs (CHs) will need to be installed as part of the trial (rather than using existing CHs in homes) because in the case of on street charging the electricity is provided by the local authority and will be on a separate metering system. We are not aware of any on street charging systems that use the domestic consumer's electricity supply.

**Date of response:** 02/04/2020

**Q.18 Do the EV chargers have to be of a specific technical requirement/ capability**

**A.18** The EV chargers need to meet the requirements set out in the ITT. Please refer to Section 2, Specification of Requirements: 1. Introduction and summary of requirements "Notes: Technical Solution" (p13); 4.2 Device Requirements (p16); 4.4 Use Cases (p18)

**Date response issued:** 02/04/2020

**Q.19 Will the new Proportional Load Controller be available for use by an aggregator implementing Demand Side Response (DSR) capability?**

**A.19** We do not currently have firm plans to open up load control functionality via the smart metering system to organisations other than electricity suppliers. How and if this could happen is being considered as part of the long term decision on EV smart charging. Any aggregator wishing to perform load control via the smart metering system would currently need to partner with an electricity supplier.

**Date response issued:** 02/04/2020

**Q.20 Where can we access the device specs for the Auxiliary Proportional Load Controllers?**

**A.20** The specifications for Auxiliary Proportional Load Controllers can be found here <https://smartenergycodecompany.co.uk/the-developing-sec/> (scroll down to "November 2020")

**Date response issued:** 02/04/2020

**Q.21 When will a suitable National Cyber Security Centre (NCSC) Commercial Product Assurance (CPA) Security Characteristics (SC) for Stand Alone Proportional Load Control (SAPC) devices be available? What will its title be? (e.g. SC for SMIP SAPC?)**

**A.21** The Security Characteristics for Stand Alone Proportional Load Control devices - 'SAPC SC' - are under development now and should be ready for release in November 2020 by the Data Communication Company (DCC).

**Date response issued:** 02/04/2020

Questions received after 01 April 2020:

**Q.Ci Page 17 (of the ITT) includes a requirement to “be compliant with SMETS requirement for ESME”. Please could you clarify whether this is intended? Would it be acceptable to comply with the requirements of a SAPC, being introduced in SMETS2 v5?**

**A.Ci** Our expectation is that Electricity Supply Metering Equipment (ESME) functionality will feature in the device design solution. Smart Metering Technical Specification (SMETS) ESME is a “must have”, as identified in the ITT – please refer to Section 2, Specification of Requirements: 1. Introduction and summary of requirements 4.1 Device Requirements (p16). The Stand Alone Proportional Load Control device (SAPC) and meters comprising ESMEs incorporating APCs will need Commercial Product Assurance (CPA), and the CPA Security Characteristics (SC), which are due to be published in November 2020. Bidders would need to factor in CPA approval time.

**Date response issued:** 09/04/2020; corrected 29/04/2020

**Q.Cii Will the Data Communications Company (DCC) be changing its Wide Area Network (WAN) coverage checker database to accommodate this, as at the moment it is property-specific. Or as part of this bid, do we need to suggest the changes DCC will need to make?**

**A.Cii** DCC will not be changing its WAN coverage checker for this programme. The DCC WAN checker is address/ postcode based and can be used by energy suppliers. It is property specific in the Central & Southern region and postcode specific in the Northern region. WAN coverage is usable as an indicator of WAN coverage on the adjacent street. It is worth noting that the coverage checker has a number of conservative assumptions built into it to take into account electricity meter (comms hub) locations within buildings. We believe that a problem with WAN coverage is unlikely to arise unless a bidder wanted to run the trial in a very isolated carpark, for example. Bidders should check WAN coverage using the checker through their energy supplier consortium partner before they propose a trial location, if they are in doubt.

**Date response issued:** 09/04/2020

**Q.Ciii Is it the requirement of BEIS to combine an on street charging session with the Vehicle Owner's existing utility account? That is, usage for a charging session against a dedicated on-street MPAN ultimately being picked up and communicated to the driver's home comm's hub and hence appearing on the IHD in addition to appearing in their utility invoice. Or should this be treated in isolation and payment picked up at the point of use?**

**A.Ciii** There is no requirement to combine on-street charging with a driver's existing utility account or smart metering system. Bidders are free to propose solutions that can do this however, if they feel it would be commercially attractive. See response to question 17.

**Date response issued:** 09/04/2020

**Q.Civ If we have questions related to the DCC or DCC related equipment, should these be routed through BEIS?**

**A.Civ** Questions related to the technical requirements of the Beyond Off Street programme or its delivery should be directed to BEIS (by email to [smartmeterspmo@beis.gov.uk](mailto:smartmeterspmo@beis.gov.uk), with "Beyond Off Street" in the subject line, up until 22 April 2020). Bidders may decide for themselves if they need to consult with the DCC itself on matters related to DCC infrastructure and equipment.

**Date response issued:** 09/04/2020

## Questions received after 08 April 2020:

**Q.Cv** Based on answer provided at A.Ci on page 10 (“The Stand Alone Proportional Load Control device (SAPC) and meters comprising ESMEs will need Commercial Product Assurance (CPA), and the CPA Security Characteristics (SC), which are due to be published in November 2020. Bidders would need to factor in CPA approval time”) - **If those characteristics are to be published in November 2020 and the first phase ends March 2021 the development- and approval time seems too short? What is BEIS’ view on this?**

**A.Cv** SAPC is not a mandatory feature of the trial. We recognise the challenging timescales regarding SAPC and CPA and would expect bidders to take this into account in their bids with appropriate contingency and mitigation measures. There is potential to use auxiliary load control switch (ALCS) or home area network connected ALCS (HCALCS) if bidders judge the APC/SAPC timetables to be unfeasible. Please refer to the ITT Section 2 Specification of Requirements: 1. Introduction and summary of requirements, Technical Solution (p13) and 4.1 Device Requirements (p17).

**Date response issued:** 17/04/2020

## Questions received after 17 April 2020:

**QCvi** REF Q&A Ci: *The Stand Alone Proportional Load Control device (SAPC) and meters comprising ESMEs will need Commercial Product Assurance (CPA), and the CPA Security Characteristics (SC), which are due to be published in November 2020. Bidders would need to factor in CPA approval time.*

**Please clarify what is meant by a meter comprising electricity metering equipment. Should "ESMEs" read "APCs"?**

**ACvi** Yes, this was a drafting error - the response should have read: “...meters incorporating APCs will need Commercial Product Assurance”. The response at Q&A Ci has been corrected accordingly.

**Date response issued:** 30/04/2020

**QCvii** **What is the range for EV charger power?**

**ACvii** No range is specified for the power rating of the EV smart charging device, this is for bidders to determine. It must provide the minimum requirements set out in the ITT (refer to 4.2 Device Requirements (p16)), and support the objectives set out in the ITT 3. Aims and Objectives (p15).

**Date response issued:** 30/04/2020

**QCviii Should the project develop an AC Charger or a DC Charger?**

**ACviii** There is no specific requirement for either an AC or DC charger, but the EV smart charging device should be appropriate to the context in which it is to be used and must satisfy all of the requirements set out in the ITT 4.2 Device Requirements (p16).

**Date response issued:** 30/04/2020

**QCix Are there any requirements for the user interface?**

**ACix** No particular requirements are specified for the user interface, other than the minimum requirements set out in the ITT (refer to 4.2 Device Requirements (p16)) – i.e.: *the EV smart charging device must have an easy-to-use user interface and instructions commensurate with its intended user base and locations, and it must include or have demonstrable provision to include, a car owner payment interface*. Bidders should also note the requirement set out in the ITT (4.2 Device Requirements(p17)) that the EV smart charging device must “*meet all applicable and over-arching GB standards and regulations pertaining to design, operation and location in real-world settings*”. Contractors must set out their approach to achieving these.

**Date response issued:** 30/04/2020

**QCx Are there grid connection requirements for the EV Chargers?**

**ACx** Please refer to the ITT - the project must demonstrate the application of the required device functionality (ITT 4.2 Device Requirements (p16)), in the charging contexts specified for the project, to at least one Demand Side Response (DSR) “Use Case” scenario (see ITT 4.4 Use Cases (p18)). Further, bidders should note (ref. ITT 4.1 Scope (p16)) that the project does not include the following: ...*Testing smart metering in the context of mobile chargepoints*.

**Date response issued:** 30/04/2020

**QCxi Are there maximum product sizes and maximum weights?**

**ACxi** No maximum product size or weight is specified. Bidders should note the requirement set out in the ITT (4.2 Device Requirements(p17)) that the EV smart charging device must “*meet all applicable and over-arching GB standards and regulations pertaining to design, operation and location in real-world settings*”. Contractors must set out their approach to achieving these.

**Date response issued:** 30/04/2020

**QCxii What type of protections must be included in the chargers?**

**ACxii** Bidders should note the requirement set out in the ITT (4.2 Device Requirements (p17)) that the EV smart charging device must “*meet all applicable and over-arching GB standards and regulations pertaining to design, operation and location in real-world settings*”. Contractors should set out their approach to achieving these.

**Date response issued:** 30/04/2020

**QCxiii The specifications related to Demand Side Response (DSR) Use Cases require Data Communications Company (DCC) integration, communication and load control; does BEIS have a view on how payments are processed? Do you see this operating outside of the DCC environment for example “Pay at Point of Use” or possibly integration into the vehicle drivers utility bill?**

**ACxiii** The ITT (4.2 Device Requirements (p16)) specifies only that the EV smart charging device must *include or have demonstrable provision to include, a car owner payment interface*. It is for the bidder to propose a suitable interface and payment mechanism. We do not expect any payment mechanism to operate within the smart metering system (DCC) as that does not currently have the functionality to support payment processing.

**Date response issued:** 30/04/2020

**QCxiv Does BEIS have a view in relation to the Commercial Product Assurance (CPA) process via the National Cyber Security Centre (NCSC) or are we expected to contact the NCSC directly as part of bid preparation, e.g. to establish if the NCSC has the required capacity?**

**ACxiv** The project requires use of a device (be it a smart meter comprising an ALCS or an APC, an HCALCS or an SAPC) which has undergone CPA. It is for bidders to check the associated testing timescales through discussions with a CPA test house, where this is required.

**Date response issued:** 30/04/2020

**QCxv Can we use off-the-shelf hardware components for the prototype (~10 devices) and then move to manufacture?**

**ACxv** Use of existing hardware components in both the prototype and the final device is permissible – see the ITT, 1. Introduction and summary of requirements, Technical Solution (p13): *There is scope for solutions to be based on existing chargepoint designs and existing (SMETS) smart metering equipment*. Regarding variation in use of components between prototype and end product: It is expected that the prototype will be sufficiently similar to the end product to meet the definition of that phase in production cycle.

**Date response issued:** 30/04/2020

**QCxvi** What type of installation and site works are eligible for funding? The tender states:

*“The project does not include ... The cost of any upgrades or changes required to urban infrastructure, or electricity network reinforcement to install the charge points”;*

**Does this exclusion only apply to Distribution Network Operator (DNO) assets upstream of the point of connection? To facilitate discussion with potential site hosts, a clarification of which if any of the following costs are eligible would be helpful to determine what contributions and incentives they require:**

**A) Installation of an on-street cabinet with electrical and communication equipment**

**B) Infrastructure costs for installing charge points in a street and running cables between them and supply cabinet (civil costs, trenching etc.)**

**C) As above but in a workplace setting, e.g. within a privately owned car park.**

**ACxvi** A, B and C above could be included provided they are necessary for the specific purposes set out in the ITT (see 4. Project Definition (p16)), and not part of, for example, broader urban infrastructure or local network upgrade plans.

**Date response issued:** 30/04/2020

## D: Commercial, tendering

**Q.22** Are there any specific requirements for the lead consortium organisation?

**A.22** There are no specific requirements for the lead consortium but the lead partner organisation will be the single point of contact for contracts awarded under the Beyond Off Street programme. All monitoring and reporting will be conducted through the lead partner, so the lead partner must have the necessary capacity and capability to deliver these administrative and project management activities. The lead partner must also satisfy the requirements of and provide evidence for the due diligence investigation carried out before contract award. Please refer to the ITT Section 2, Specification of Requirements: 1. Introduction and summary of requirements "Notes: Consortium Members" (p13) and; 15. Consortium Bids (p25)

**Date response issued:** 02/04/2020

**Q.23** In a consortium of partners, are there any restrictions of who can be a partner or lead partner for this project?

**A.23** There are no restrictions on who can be a partner or a lead partner for this programme. The lead partner organisation will be the single point of contact for contracts awarded under the Beyond Off Street programme and all monitoring and reporting will be conducted through the lead partner, so the lead partner must have the necessary

capacity and capability to deliver these administrative and project management activities. The lead partner must also satisfy the requirements of and provide evidence for the due diligence investigation carried out before contract award. Please refer to the ITT Section 2, Specification of Requirements: 1. Introduction and summary of requirements "Notes: Consortium Members" (p13) and; 15. Consortium Bids (p25)

**Date response issued:** 02/04/2020

**Q.24 Can you comment on whether you prefer a corporate entity to be set up by consortium partners? Any guidelines around that corporate entity?**

**A.24** A single commercial entity is not required, and this will not be part of the assessment. A clear governance structure and plan will be beneficial to the proposal. Please refer to the ITT Section 2, Specification of Requirements: 1. Introduction and summary of requirements "Notes: Consortium Members" (p13) and; 15. Consortium Bids (p25)

**Date response issued:** 02/04/2020

**Q.25 Do all partners have to sign annex 3 - or just the lead organisation?**

**A.25** All application declarations must be completed by each of the project partners, and must be included in the single application submitted by the lead partner. The contract in its entirety will be signed only by the lead partner - junior partners are bound by the consortium agreement.

**Date response issued:** 02/04/2020

**Q.26 Would the corporate entity sign Annex 3, rather than lead?**

**A.26** If the consortium has created a corporate entity, then the corporate entity should sign the Annex 3 declarations.

**Date response issued:** 02/04/2020

**Q.27 Can an organisation be part of multiple consortiums?**

**A.27** An organisation can be part of multiple consortia. However, if an organisation were to be part of two or more consortia, it would need to provide evidence in the relevant applications that it has sufficient capacity to deliver the proposed activities in two projects in parallel if necessary (i.e. if two projects in which they are partners were awarded contracts).

**Date response issued:** 02/04/2020

**Q.28 What will happen with any Intellectual Property (IP) from Phase 1 and 2? Will you be placing one contract for manufacture of all future on street and microbusiness workplace chargers (assuming policy is enacted), or will you be sharing this IP with others for multiple manufacture?**

**A.28** Rights over any Intellectual Property (IP) generated as an outcome of the project will sit with the consortium by default. As stated in the ITT, the project team will be expected to identify and protect patentable knowledge within three years of its creation. BEIS would expect to see IP ownership covered in the Consortium Agreement. To note, BEIS requires a UK wide, irrevocable, royalty-free, non-exclusive licence, together with the right to grant sub-licences, to use or publish information, data, results, outcomes or conclusions which are created in performing the project, for its internal non-commercial purposes. Additionally, if project generated IP is not commercially exploited within 3 years of contract end, BEIS reserves the right to take up that IP (and grant sub-licenses). Please refer to the ITT Section 2, Specification of Requirements 6. Ownership, Publication and Intellectual Property Requirements (p22).

**Date response issued:** 02/04/2020

**Q.29 When you say the Supplier has the rights to the Intellectual Property (IP) does this mean the Electricity Supplier, or the Lead Entity?**

**A.29** Supplier in this context refers to the successful bidder(s) in the Beyond Off Street programme. BEIS does not specify which party in a consortium will have the right to the Intellectual Property (IP); this will be a matter for the consortium itself. BEIS would expect to see IP ownership covered in the Consortium Agreement. Please refer to the ITT Section 2, Specification of Requirements 6. Ownership, Publication and Intellectual Property Requirements (p22)

**Date response issued:** 02/04/2020

**Q.30 Where it asks for evidence of the eligibility criteria in the bid - does this just require a text answer or is other supporting evidence required?**

**A.30** We will accept any evidence which convincingly demonstrates that the bidder meets the eligibility criteria - text answers will usually be sufficient, but you may wish to include additional documentation where necessary. As per the ITT, you should not assume that any additional information will be cross-referenced or reviewed as part of the selection process – for example, it may only be used to help finalise the assessment of projects which receive very similar assessment scores. The application form should include a list of any supporting documents.

**Date response issued:** 02/04/2020

**Q.31 Can you please elaborate on the £1m and £4m split for the two projects?**

- A.31** The budget for each awarded project (up to two projects will be awarded) is expected to be:
- up to £1,080,000 (excluding VAT) for the delivery of the first phase, Device Development (device design, build and test) and
  - up to £1,270,000 (excluding VAT) for the delivery of second phase, Trial (device build at trial scale, install and test).

**Date response issued:** 02/04/2020

**Q.32 What evidence will we need to provide throughout the duration of the project to support the financial claims? Will timesheets be required?**

- A.32** The evidence required to support financial claims during project delivery will be dependent on the milestones agreed, but sufficient evidence of work completed will be required to approve payments/invoices, this could include, for example, timesheets, equipment invoices, test reports, quality assurance documentation, site visits, photos or videos of equipment.

**Date response issued:** 02/04/2020

**Q.33 Is it possible to receive a list of all attendees and their organisations, please?**

- A.33** When registering for the event, attendees were provided the opportunity to consent to the sharing of their details, in compliance with General Data Protection Regulations (GDPR). A list of individuals/organisations that have consented will be distributed to all attendees.

**Date response issued:** 02/04/2020

**Q.34 Will clarification questions asked/answered by those on the ITT briefing webinar / call be published to all?**

- A.34** The answers to questions (excepting commercially-sensitive questions) asked during the ITT briefing and submitted by email up until (revised deadline of) 22 April 2020 will be issued to the parties which have registered interest, by (revised deadline of) 29 April 2020, and will be published online at <https://www.gov.uk/government/publications/smart-meter-enabled-electric-vehicle-ev-charging-trial-beyond-off-street>

**Date response issued:** 02/04/2020

**Q.35 Is a recording of the ITT briefing webinar available?**

**A.35** Yes - the recording will be made available at the following website:  
<https://www.gov.uk/government/publications/smart-meter-enabled-electric-vehicle-ev-charging-trial-beyond-off-street>

**Date response issued:** 02/04/2020

**Q.36 Does the bid need to include a detailed device design? Or is it only the selected bid winners must do the detailed design?**

**A.36** Only the winners need to prepare a detailed design - the bids must include a high-level preliminary design only, as detailed in the ITT. Please refer to Section 2, Specification of Requirements: 17. Assessment of Tenders / Assessment Criteria and Scoring Methodology / 02 Technical Approach a. (p28). The detailed design will be a milestone requirement for the first phase - refer to Section 2, Specification of Requirements: 5. Outputs Required 5.1 Device Development (first) phase outputs (p20).

**Date response issued:** 02/04/2020

**Q.37 Is the formal bid due date April 7th or is that date only for interest application?**

**A.37** In recognition of current circumstances the revised deadline for registration of intent to bid is 21 April 2020. BEIS appreciates that consortia may not be finalised at the point of registration of intent to bid, therefore speculative registrations are permitted, to ensure the ability to submit an application. The deadline for the bid itself has also been extended by two weeks, to 15 May 2020, after which bids will be assessed for completeness including details of consortia.

**Date response issued:** 02/04/2020

**Q.38 Due to the current COVID-19 situation and shutdown of many businesses and change of priorities, will the ITT submission timetable be extended.**

**A.37** In recognition of current circumstances the revised deadline for registration of intent to bid is 21 April 2020; the bid deadline has also been extended by two weeks, to 15 May 2020. We recognise the difficulties that businesses are facing under these circumstances, and we are prepared to listen to reasonable requests, accompanied by a statement of justification, to consider a limited further extension of the revised bid submission timetable. Any extension of timescale would apply to all bidders. Notice of any change in the timetable will be provided with a minimum of two weeks' notice before the indicated competition closure.

**Date response issued:** 02/04/2020

**Q.39 Do you have Annex 4 available in a word format?**

**A.39** Word copies of Annexes 2, 3 and 4 will be provided to each organisation which confirms intent to bid.

**Date response issued:** 02/04/2020

**Q.40 Does the consortium have to be finalised by the time you register interest on 7th April?**

**A.40** No - BEIS understands that consortia may not be finalised, therefore speculative registrations are permitted, to ensure the ability to submit an application. We would expect the registration of intent to bid to identify the principal intended consortium members, however. Note that in recognition of current circumstances the revised deadline for registration of intent to bid is 21 April 2020

**Date response issued:** 02/04/2020

Questions received after 01 April 2020:

**Q.Di Are the Company Details and Contact Details in the Summary information section (Annex 2 Application Form, ITT p 47) for the lead partner only or for all parties?**

**A.Di** These details will be needed for all parties in the consortium. BEIS recognises that arrangements in relation to consortia and sub-contractors may (within limits) be subject to future change. Bidders should therefore respond in the light of the arrangements as currently envisaged and are reminded that any future proposed changes in relation to consortia and sub-contractors must be submitted to BEIS for approval.

**Date response issued:** 09/04/2020

**Q.Dii For the GDPR declaration (Declaration 5) – is this the ‘Lawful basis interactive guidance tool’? Will this information submitted in the tool be saved as a downloadable spreadsheet?**

**A.Dii** The required General Data Protection Regulations (GDPR) declaration form is no longer easily obtainable as a spreadsheet via the link provided. A new document in Word format, comprising the Application Form and Declaration forms including the GDPR declaration form, will be issued separately to all parties who have registered interest.

**Date response issued:** 09/04/2020

## Questions received after 08 April 2020:

**Q.Diii Please clarify what is required to register intent to bid on the 21<sup>st</sup>? Is it just lead party name?**

**A.Diii** If you have not done so already, and you intend to bid for the Beyond Off Street programme, **you are required to register your ‘intent to Submit a tender’** by 21 April 17:00h, to be able to subsequently submit an application.

Email [smartmeterspmo@beis.gov.uk](mailto:smartmeterspmo@beis.gov.uk) ( ‘Beyond Off Street’ in the subject line), with the following declaration and information:

- “[The name of the lead organisation in your consortium] intends to submit a tender for the Beyond Off Street programme”
- Preferred contact details

And, useful to know but not mandatory – it will have no impact on the evaluation of your application:

- The name of your consortium (if you have one)
- Other consortium members (BEIS appreciates that consortia may not be finalised at the point of registration of intent to bid)

Note that registering “intent to bid” does not place any obligation on your organisation, nor on consortium members, to subsequently submit a bid. However, registering your “intent to bid” is mandatory to be able to subsequently submit an application, as indicated on page 31 of the ITT (“Instructions for Bidders”), and Questions 37 and 40 of the Clarification Questions and Answers document published 2nd April 2020.

Following receipt of a registration of intent to submit a tender, we shall issue a confirmation email with an individual reference number. Please use this reference number in the subject line of all future communications.

**Date response issued:** 17/04/2020

## Questions received after 17 April 2020:

**QDv Our energy supply partner may also be supporting another bid. Is the partner required to demonstrate: 1) how separation of that partner’s involvement in two competing bids will be managed during the bid process; 2) how it will deliver its commitments to the project itself, should both bids be successful?**

**ADv** It is for consortia to manage the issue of separation (such as conflict of interest and resource management) if any partners are involved in competing bids. The lead partner in each consortium will need to provide evidence in their Tender submission to provide assurance that any delivery partner which might be involved in more than one Beyond Off Street project (up to two may be procured), will be able to fulfil its delivery commitments for two projects running in parallel. Assurance should also be provided with respect to the avoidance or governance of any Conflict of Interest in the delivery of the project. Please refer also to the response provided at Q&A 27, above.

**Date response issued:** 30/04/2020

**QDvi Do all subcontractors and consortium partners need to complete part 1, 2 and 3 in Annex 4? Is there any other part of the documentation that subcontractors need to complete? Should we include the CVs of subcontractors?"**

**ADvi** As per the ITT Annex 4 Notes for Completion (p68), all sub-contractors and consortium partners must complete part 1 and 2 of Annex 4:

*"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. All sub-contractors are required to complete Part 1 and Part 2.<sup>1</sup>**

BEIS is aware sub-contractor and consortium arrangements may be subject to change. As per the ITT Annex 4 Notes for Completion (p68):

*"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. "*

However, as per the ITT Annex 4 Notes for Completion (p68), only the lead bidder is required to submit Part 3:

*"7. For answers to Part 3 - If you are bidding on behalf of a group, for example, a consortium, or you intend to use sub-contractors, **you should complete all of the questions on behalf of the consortium and/ or any sub-contractors, providing one composite response and declaration.** "*

Please submit CVs for all consortium partners or subcontractors.

**Date response issued:** 30/04/2020

**QDvii Concerning Annex 4: Do we need to declare individual contractors that we use as part of general staff? Do they count as subcontractors in this document?**

**ADvii** In your application, BEIS would like to see the distribution of work and responsibilities for the whole project. For the purpose of Annex 4, please do consider development and project teams as subcontractors. Please list all subcontracted work within the Annex 4 in Part 1.2(b)-(ii).

**Date response issued:** 30/04/2020

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<sup>1</sup> See PCR 2015 regulations 71 (8)-(9)

**QDviii** The ITT requires the “development of proposed EV chargepoint device” where “the project must be at a pre-commercial stage of development in the UK” and “project activities for any development and trial in this competition must be conducted in the UK”.

**Whilst the “device” clearly refers to the chargepoint itself rather than any other equipment, does the project, which must be “at a pre-commercial stage of development in the UK” refer to (i) the project to develop a Charge Point Operator (CPO) solution, or (ii) to a project to develop the EV chargepoint itself (the EVSE)?**

**ADviii** The innovation aspect of this project is in the creation of a new whole system solution, i.e. a chargepoint system that is not currently commercially developed - one that comprises a device and the facility for it to respond to signals via the Data Communications Company (DCC) and smart metering system. In as much as a CPO solution may be required to facilitate a Demand Side Response (DSR) Use Case, it may be regarded as an integral aspect of the product.

**Date response issued:** 30/04/2020

**QDix** Would a revised EV chargepoint device, being a new variant model, be considered to be “at a pre-commercial stage of development in the UK” even if the SMETS2 equipment placed within it to facilitate Data Communications Company (DCC) integration was already commercially available within the UK?

**ADix** Yes - it is the integration of components (individually pre-existing or otherwise, in the UK or elsewhere) and systems to effect Demand Side Response using the smart metering platform and DCC in a new device, which creates a new product at a pre-commercial stage of development.

BEIS is expecting to take the innovative whole system solution from Technology Readiness Level 4 to 7, over the whole programme lifetime, as per the ITT (4.5 Results Analysis p19):

*“Technology Readiness level (TRL): we are expecting this project to take the existing technology from TRL 4 to 5 in the first phase and from TRL 5 to 7 in the second phase.*

#### **TRL Definitions**

##### **Applied research and development**

TRL 4 – Laboratory Testing/ Validation of Component(s)/ Process(es)

TRL 5 – Laboratory Testing of Integrated/ Semi-Integrated System

##### **Demonstration**

TRL 6 – Prototype System Verified

TRL 7 – Integrated Pilot System Demonstrated

**Date response issued:** 30/04/2020

**QDx** Can you clarify what is ok to do outside of the UK and what must be done inside the UK? If a new chargepoint model were managed by a UK-based project which designed, assembled and tested the chargepoint in the UK, but used some subsystems, components or modules which in order to meet the objectives of the project were modified or developed outside the UK, would this chargepoint still meet the eligibility criteria?

**ADx** Yes - the subsystems, components or modules used in the project may be sourced from outside the UK. However, as per the ITT Eligibility Requirements (p27):

- *“The project must be at a pre-commercial stage of development in the UK;*
- *The project activities for any development and trial in this competition must be conducted in the UK ”*

And as per the ITT 4.2 Device Requirements (p17):

*“(in its final, second-phase Trial form) meet all applicable and over-arching GB standards and regulations pertaining to design, operation and location in real-world settings”*

**Date response issued:** 30/04/2020

**QDxi** It is understood that the lead bidder will be the only formal contracting party with BEIS and whilst partners are captured as part of the bid submission, the responsibility lies with the lead bidder to contract back to back terms with said partners. If there is not sufficient time to formally establish a Consortium in contract, will a description of the consortium’s structure and its intended contractual structure suffice for the purposes of the bid?

**ADxi** Yes – BEIS recognises that it may not be possible to establish a formal consortium in contract for the bid submission. As per the ITT (15. Consortium Bids, p26) lead bidders should respond in light of the arrangements as currently envisaged. Any future proposed change in relation to consortium must be notified to the Department so that it can make a further assessment by applying the selection criteria to the new information provided.

For the proposal submission, if a consortium is not finalised, we would expect that the intended contractual / partnership structure is set out, with clear delineation of the division of responsibilities.

Also, please note as per the ITT (15. Consortium Bids p26) a Consortium Agreement will be a pre-requisite to any monies being disbursed:

*“...the project partners will need to complete a Consortium Agreement and funding will not be provided by BEIS until a signed consortium agreement has been finalised between all the members of the project consortium. (Note that while it is not required that a Consortium Agreement is finalised or signed at the time of bidding, the successful consortium will need to enter into a Consortium Agreement on being notified of contract award, and before any milestone payments can be made).”*

**Date response issued:** 30/04/2020

**QDxii** In the application form ((c) Proposal details / 1b) it states "*If the consortium has not been formed yet, clear plan of how this would be achieved...*". Does this mean that an application form can be submitted on the 15th of May without all members of the consortium being identified?

**ADxii** The bid must identify the core consortium members: that is the minimum (i.e mandatory) requirement for a meter manufacturer or chargepoint manufacturer / operator plus a Data Communications Company (DCC)-using energy supplier. A lead supplier can however submit a bid without having identified all junior consortium members, delivery partners, or subcontractors who might be engaged in a variety of ways.

Therefore, as per the ITT (15. Consortium Bids, page 26) lead bidders should respond in light of the arrangements as currently envisaged. Any future proposed change in relation to consortium must be notified to the Department so that it can make a further assessment by applying the selection criteria to the new information provided.

Please note, as per the ITT (15. Consortium Bids page 26) a Consortium Agreement will be a pre-requisite to any monies being disbursed:

*"...the project partners will need to complete a Consortium Agreement and funding will not be provided by BEIS until a signed consortium agreement has been finalised between all the members of the project consortium. (Note that while it is not required that a Consortium Agreement is finalised or signed at the time of bidding, the successful consortium will need to enter into a Consortium Agreement on being notified of contract award, and before any milestone payments can be made)."*

**Date response issued:** 30/04/2020

**QDxiii** Is a sub-contract arrangement with our partners acceptable to BEIS as opposed to full consortium?

**ADxiii** It is anticipated that consortia of appropriate parties will be best placed to deliver this programme (i.e. those that would be necessary to design and test appropriate solutions and to provide a "host" environment for trial). However, sub-contract arrangements with project partners is acceptable. Contractors must provide details as to how they will manage any sub-contractors and what percentage of the tendered activity (in terms of monetary value) will be sub-contracted.

For all bids, BEIS would like to see the distribution of work and responsibilities for the whole project, clearly indicating who will be carrying out specific tasks and the skills required. BEIS also requires an understanding of the project organisation and governance, and how this would add value to the overall project.

**Date response issued:** 30/04/2020

**QDxiv** For the duration of the trial, who owns the charging asset and supporting components? Depending on the answer, who is therefore responsible for insuring the assets for the duration of the trial?

**ADxiv** As this is an SBRI procurement, the ownership and IP of the chargepoint device is determined by the Supplier, throughout the duration of the trial (see Q&A 28). In the ITT Annex 4 Part 3 Section 9.1(a) (p84), BEIS requests information from the Contractor on the commitment to maintain and, if needed, obtain various levels of insurance. It is therefore the responsibility of the supplier to establish the insurance arrangements for the assets for the duration of the trial.

**Date response issued:** 30/04/2020

**QDxv** If a Local Authority currently has an EV Network provider in place, can charging infrastructure control be re-routed post trial, albeit that costs etc are outside of the scope of this trial. Please confirm?

**ADxv** As stated in Section 2 Part 4.1 of the ITT (p16), the cost of any upgrades or changes required to urban infrastructure, or electricity network reinforcement to install the chargepoints, is outside the scope of this project. Hence, the cost of any charging restructure after the trial (e.g. reconnecting to a previously existing chargepoint) is also beyond the scope of this project. Bidders should note that it is a required output (see ITT Section 2 Part 5.1 (p21)) that projects propose at Device Development (first) phase, planned and reactive maintenance at Trial (second) phase, and a project exit plan, including any ongoing maintenance and support arrangements that might be necessary following the conclusion of the trial.

**Date response issued:** 30/04/2020

**QDxvi** As we want to ensure the benefits from this trial are maximised, on completion of the phase 2, is the Lead Bidder/Project team able to gift the EV Charging and supporting assets to the local authority where they will be located?

**ADxvi** BEIS does not mandate one way or the other on how the material assets generated in the course of the project should be allocated between the project team – this should be covered by your Consortium Agreement or sub-contract terms. BEIS would be content for charge point assets to be gifted to host organisations post trial.

**Date response issued:** 30/04/2020

**QDxvii**      **REF Q&A 28:** *“the public purchaser reserves all the results and benefits of the development (including Intellectual Property Rights or IPRs) exclusively for its own use.” - If it is built on top of existing IP, how would that work? This is partially answered in Q28 but could we have a fuller answer.*

**ADxvii**      The statement “the public purchaser reserves all the results and benefits of the development (including Intellectual Property Rights or IPRs) exclusively for its own use” is taken from the ITT. This statement does not apply to the IP rights of this SBRI programme; it is the IP approach of “Exclusive Development Contracts”. The statement is used in the ITT in relation to the requirement for Suppliers to clearly indicate where cost savings are achieved by the IPR being held by the Supplier, rather than the “Public Purchaser”. The expected raised cost of an Exclusive Development Contract (where the arising IP would be held by BEIS), should include costs in relation to purchasing solutions that build off existing IP.

As stated in Q&A 28: The rights over any Intellectual Property (IP) generated as an outcome of the project will sit with the consortium by default (as defined in the example terms and conditions as “Arising Intellectual Property”). Where there is existing IP (as defined in the example terms and conditions as “Background Intellectual Property”) for components used in the production of the new devices, this will not be affected by the terms of the contract as stated in Clause 27 (1) of the Example Terms and Conditions in Annex 8 of the ITT (p114). However please note clause 27 (4) of Example Terms and Conditions in Annex 8, which grants the Authority a “worldwide, irrevocable, royalty-free, non-exclusive licence at no cost to the Authority, to use any Background Intellectual Property used in the performance of the Services, that is essential to the functioning and use of the Arising Intellectual Property.”

It will be the responsibility of the consortium to procure the components necessary for production and to abide by existing IP laws to innovate a solution to deliver the objectives of the ITT. The development of a new chargepoint system, as a whole device, is what will be covered by the IP clause within the contract.

**Date response issued:** 30/04/2020

**QDxviii**      **Will BEIS provide a glossary of terms to ensure consistent use in bid submissions? An example of why this would be helpful is that the term ‘EV Charge Point’ could be interpreted in multiple ways and it would be beneficial to bidders to have clarity regarding BEIS’ interpretation of this term and other terms referenced in the ITT.**

**ADxviii**      BEIS does not intend to issue a glossary of terms, as the tender requirements are adequately defined in the ITT. The Automated and Electric Vehicle Act (AEV) Act 2018 defines a chargepoint (or "charge point", as a *device intended for charging a vehicle that is capable of being propelled by electrical power derived from a storage battery (or for discharging electricity stored in such a vehicle)*). Bidders should note, however, the specific device requirements for this programme, as detailed in the ITT 4.2 Device Requirements (p16), and 4.4 Use Cases (p18).

**Date response issued:** 30/04/2020

**QDxix** In the ITT it says that the marking for the cost question is solely based on cost; but the application form also includes a 4,000 word limit to “justify why the costs are appropriate (e.g. why a certain level of staff/expertise is required for a given task, why specific purchases are required etc)” - Will this question be marked? And if so what is the weighting between the costs (the marking structure in the ITT); and the answer to this question?

**ADxix** The cost will be scored as stated in Section 2 Part 17 of the ITT (p30). Applicants will be asked to provide two contract prices; one price commensurate with the supplier retaining the IP, and a likely higher price reflecting the scenario in which the IPR would be retained by BEIS. As per the Example Terms and Conditions (p114-115) the IP arising from this programme will not be retained by BEIS (if exploited within a minimum of 3 years), and the price provided for that scenario may be higher than the maximum price available within the ITT.

The total weighting of the cost assessment will be 20%. For each phase, a maximum of 10% can be awarded. Applicants will be expected to submit costing for both phase 1 and phase 2 of this project. The marks will be calculated as shown in Section 2 Part 17 (p30) of the ITT. The written rationale behind the costing/ price schedule (Annex 2 – Application form Part 6) will not be marked. It has been requested as evidence for the costing process and to demonstrate where funds will be spent. BEIS would like to see the reasoning behind choosing a certain level of resource, skills and specific purchases within the project plan, to provide assurance of deliverability.

**Date response issued:** 30/04/2020

**QDxx** In the eligibility criteria on page 7 of the response template there is a small box for “evidence”. Does evidence have to be provided on each line, and can evidence refer to other parts of the bid? What level of detail are you expecting? For example to provide full evidence that the bid meets all the eligibility criteria could take a lengthy response. So can we say something that fits in the box – e.g. – “We have reviewed all of the criteria with consortium members, and we are satisfied that we meet all the criteria?”

**ADxx** The eligibility criteria are a vital part of the procurement process and need to be completed carefully and thoroughly, providing evidence rather than broad statements. Please complete this section fully, responding to each line with a short explanation referring to parts of your proposal if necessary, as well as accompanying supporting information if it adds substantive information (please note you should not assume that any additional information will be cross-referenced or reviewed as part of the selection process). We expect each box to be filled but not in a lengthy response that could be covered by other parts of the proposal.

**Date response issued:** 30/04/2020

**QDxxi Potential to submit an Annex is mentioned "Applicants may annex additional material if it is relevant to the evaluation criteria and materially strengthens the application" - Are there any restrictions around this annex (e.g. size, file type, etc.)?**

**ADxxi** As stated in Section 2 Part 17 of the ITT (p32), the maximum size email you can send is 10 MB. If your application is larger than 10MB, please break the submission down into smaller sizes and ensure the subject line of each additional email takes the following format 'Beyond Off Street (name of lead applicant) – email x of y'. Please send your application and any supporting information electronically and in pdf format. Please clearly state the contents of a Tender Pack in the cover email. You should also list any supplementary annexes in the Application Form in the Summary information section (ITT Application p47).

The ITT (p33, Instructions for Bidders) explains that supporting information is optional where they add substantive information to the proposal; however, do not assume that any additional information will be cross-referenced or reviewed as part of the selection process – for example, it may only be used to help finalise the assessment of projects which receive very similar assessment scores.

**Date response issued:** 30/04/2020

**QDxxii The guidance refers to: "Project Data Collection and Reporting Template and the Standard Methodology Guidance" - Can you please supply these, so that we can estimate the work involved in adhering to these documents (REF: ITT 4.5 Results Analysis (p20) - full text: The Contractor will be required to build in project data collection and reporting requirements for all relevant BEIS Energy Innovation Portfolio KPI Performance Metrics – using the Project Data Collection and Reporting Template and the Standard Methodology Guidance. Project teams will be required to complete the Template at the start and finalise it at the end of the project (reviewing periodically), for all relevant KPIs. Upon completion, project teams will return the Template to the BEIS Project Officer who will review and quality assure.)**

**ADxxii** As detailed in the ITT (4.5 Results analysis (p19)), the Key Performance Indicators that this programme will be evaluated against are:

- KPI 3 - Number of organisation/ SME or other supported
- KPI 4 - New Business relationships and Collaborations
- KPI 5 - Advancement of Low Carbon Solutions (TRL)\*
- KPI 7i – Reduced unit cost of energy (LCOE)
- KPI 7ii – Increased energy efficiency/ Reduced peak demand
- KPI 7iii – Increased system flexibility
- KPI 8 - Products and services sold

The template and process for KPI reporting is currently under review, with a view to making the process as simple as possible and reduce the time involved for businesses. It will be shared with successful bidders after contract award. To help plan the input, this usually requires about the same as a simple milestone report to prepare - at the start, and at the end of the programme, with a similarly light touch ongoing (annual) requirement for KPI 8.

**Date response issued:** 30/04/2020

**QDxxiii**      **The tender pack refers to Annex 8 but we do not have a copy.**

**ADxxiii**      Annex 8 is included within the ITT at page 100. It presents the Example Contract Terms and Conditions (the standard BEIS SBRI Pre-Commercial Procurement Contract), which will be used as the basis of the contract for this Competition. These are provided for information. These are subject to additional terms to include the break clause between Phase 1 and Phase 2 (allowing BEIS to terminate the agreement on 31st March 2021). It is intended that the final draft is prepared for issue at the same time as the Notification Letter.

**Date response issued:** 30/04/2020

**QDxxiv**      **BEIS has given a two week extension to the application submission date (now 15/05/2020). Will this impact anything further downstream of the procurement timeline?**

**ADxxiv**      Yes. The notification of outcomes will now be delayed by two weeks in order to provide thorough assessment and moderation of applications. Applicants can expect Notification of Outcome letters week commencing 08/06/2020. Contract Award is still intended to be completed June 2020, as per the ITT Indicative Timetable (p6). This notification extension period and the subsequent standstill period should be considered within the project plan. An updated ITT will be published to reflect the revised timelines.

**Date response issued:** 30/04/2020

## Further Information

For further information about the Beyond Off Street Smart Meter EV Charging Programme please contact [smartmeterspmo@beis.gov.uk](mailto:smartmeterspmo@beis.gov.uk) (with "Beyond Off Street" as the subject) or visit the [Beyond Off Street page](#)

White Paper

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White Paper

This publication is available from: [www.gov.uk/government/publications/smart-meter-enabled-electric-vehicle-ev-charging-trial-beyond-off-street](https://www.gov.uk/government/publications/smart-meter-enabled-electric-vehicle-ev-charging-trial-beyond-off-street)

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