

Stage 2 (Tender Stage) Guidance Notes

Mains Replacement Local Delivery Partner Qualifying Utilities Dynamic Market

To be eligible to bid for Mains Replacement (MRP), Non-Main Replacement work (Non-MRP) and other related gas mains and services works suppliers must be registered on Cadent's Mains Replacement and Associated Works Local Delivery Partner (LDP) Qualifying Utilities Dynamic Market (How to join the QUDM details are provided in the document "Stage 1 Guidance Notes Main Replacement LDP QUDM").

Suppliers on the above QUDM will be invited to tender (RFP) via the Ariba sourcing tool. Details of the work will be available in the RFP documentation.

Cadent will apply filters to ensure that the most suitable suppliers are invited to tender. Filters include, but are not limited to, geographical location, value of project and certification.

The RFP will be issued only to those suppliers shortlisted through the filter. The RFP will have the works information and site details of the work that is required by Cadent. The RFP will also contain evaluation criteria that will be applied to award the contract.

Suppliers will be required to complete the tender and submit their bid electronically using the Ariba portal before the closing date and time indicated in the issued RFP.

All submitted bids will be evaluated against the criteria set out in the relevant RFP and the most advantageous tender will be awarded the contract. Specific Award Criteria will be set out in each individual tender based on the table below.

Driver	#	Criteria	Rationale	Evaluation Approach
Regulatory/Statutory	1.1	Demonstrated ability to deliver required outputs (MRP Workstack) in accordance with Cadent's regulatory obligations	Compliance with HSE 30/30 obligations; Ensure compliance with OFGEM MRP deliverables	Evidence of availability of resources (teams, plant, equipment, depots etc) sufficient to ensure delivery of Regulatory outputs
	1.2	Demonstrated technical competency to deliver gas Mains and Services works	Organisations must demonstrate that they and their operatives hold appropriate accreditations and certifications to work on gas distribution networks (Live and Dead)	Evidence of appropriately qualified and certified Teams located within our networks

Focus on Safety	2.1	Demonstrated technical competency to deliver gas Mains and Services works	Organisations must demonstrate that they and their operatives hold appropriate accreditations and certifications to work on gas distribution networks (Live and Dead)	Evidence of appropriately qualified and certified Teams located within our networks
	2.2	CDM Competency and certification	LDPs will be required to act as Principal Contractor under CDM and must therefore demonstrate competency to fulfil this role	SSIP
	2.3	Demonstrated evidence of strong safety culture and practices, ensuring employees and members of public are kept safe from harm aligned to Cadent's Zero Harm ambition	Organisations working for Cadent must ensure that safety is at the centre of everything they do to ensure that all safety risks are effectively mitigated and managed and nobody is harmed by what we do	Safety Policies Accreditations (Constructionline/Achilles Verify/ISO/SSIP) and management systems Certifications - NCO1/NCO2 Safety performance evidenced through current contracts (safety records, scorecards, KPIs etc) Evidence of safety culture and good safety practices embedded in the organisation

				(Communications, stand-downs, toolbox talks etc)
Focus on Customer	3.1	Demonstrated evidence of strong customer-first culture and practices, ensuring that customer satisfaction is high at all times. Aligned to Cadent's ambition to achieve 10/10 on CSAT every time	Cadent strives at all times to ensure that customers are consistently delighted with the work we deliver. Our regulator requires us demonstrate excellent Customer Satisfaction through CSAT surveys. Organisations working with cadent must clearly demonstrate their ability to drive and deliver exceptional levels of customer satisfaction in line with our ambition	Organisational structures and procedures training and Communications Evidenced performance via KPI/Scorecards in existing contracts Evidence of customer culture and practices embedded in BAU activities
Focus on Quality	4.1	Demonstrated evidence of Right First Time, Every Time culture and Practice	Delivering high quality outputs right first time, every time is critical to ensuring that Cadents Regulatory, Safety and Customer outcomes are delivered consistently, reliably and cost-effectively. Organisations working with Cadent must demonstrate a strong commitment to Right First Time and	Policies and Procedures Accreditations and certifications demonstrating quality (Constructionline Gold; Achilles Verify; ISO 9001 etc) Evidenced ability to achieve programme Evidenced ability to reliably deliver high quality outputs Right First Time Evidenced through scorecards

			continuous improvement to ensure that the highest standards in delivery are maintained	continuous improvement initiatives and processes
Sustainability / Environmental	6.1	Demonstrated and evidenced alignment with Cadent's "Greener Society" ambitions, aimed at minimising our environmental impact and driving towards Net Zero	Cadent's Sustainability Strategy is based on the 3 pillars of Greener Society (environment and Net Zero); Fairer Opportunities (Where the potential to thrive is inclusive, within our organisation, our supply chain and our communities) Easier Warmth (Where everyone has easy access to secure warmth, today and tomorrow) Cadent is looking to work with organisations actively aligned to our sustainability ambitions	Optimisation of Resources (pipe, fittings and materials) minimised waste to landfill use of recycled materials Environmental performance records / scorecards / KPIs 3rd Party accreditations/resources (eg Supply Chain Sustainability School)

	6.2	Evidence of alignment with Cadent's Force For Good ambitions of Fairer Opportunities and Easier Warmth	as above	evidence of inclusive employment opportunities; evidence of community initiatives; evidence of work with VCSE's etc etc
Cyber	7.1	Demonstrated Cyber-Secure Organisation	The gas network is critical national infrastructure and an essential part of the UK's energy network. Rogue actors seeking to disrupt UK infrastructure constantly target organisations like Cadent seeking to compromise our cyber resilience. In order to ensure the resilience of our network and operations, Cadent will only work with organisations demonstrating a strong commitment to ensuring Cyber security	Cyber Essentials Plus / DPIA/ ISO 27000
Commercial / Cost	5.1	Optimisation of costs to enable Cadent to achieve its regulatory outcomes within its allowances		

Terms and Conditions of Contract

NEC4 Short Form terms and conditions already issued with the documentation at Stage 1 of the process, will apply to any work, that is awarded to suppliers at Stage 2 of the process. If Cadent have made any changes to the terms and conditions these will be clearly highlighted, and suppliers will be required to either accept the changes or propose alternative clauses. Cadent will review the proposed changes and will advise if the changes are acceptable or not.

On award of contract a Purchase Order (PO) will be raised and issued to supplier/s to carry out the works. On completion of the works, the supplier/s carrying out the work must submit an invoice against the milestones indicated on the Purchase Order (PO).

Suppliers must register on the Ariba Network to received purchase orders and submit invoices. Further details can be found on <https://cadentgas.com/suppliers>.

Suppliers must not proceed with the works without a PO number, failure to comply will result in non-payment for works or delayed payments.