Procurement & Commercial

Pre-Qualification Questionnaire (PQQ) Attachment

# FW-Services-Supply and Installation of Office Furniture-Multi-0727-UK & ROI

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| **Procurement Overview** |
| Pre-Qualification Questionnaire:  FW Services - Cleaning - Multisite 0427 (PQQ) |
| **Scope of Work** |
| This scope of services is for the supply and installation of office furniture at across the SSE estate in England, Scotland, Wales, Northern Ireland, and Republic of Ireland  The proposed form of contract will be SSE Services Terms and Conditions. ROI will be tendered as a separate lot given the jurisdiction.  The Scope will include:  Supply and Installation of Office Furniture (Current product portfolio)  Supply of 3D Visuals and layout plans  Project Management |
| **Anticipated Project / Contract Duration:** |
| The initial contract term will be for three years with the option to extend the agreement for two additional twelve-month periods. |
| **Proposed Strategy:** |
| SSE is seeking to appoint one or more suppliers who have the necessary capacity, capability, knowledge, and expertise to deliver a high quality and fully managed service of supplying and installing office furniture.  SSE’s preference is to award to one Supplier however, the requirement is subdivided into two packages (See below), reflecting SSE organisational structure. The make-up of these Lots may vary over time reflecting operational changes.  Lot 1 – All UK & NI  Lot 2 – ALL  Tenderers are invited to bid for one, or all Lots. |
| **Proposed Form of Contract** |
| Terms and Conditions will be SSE Supply of Services.  Any resultant Agreement entered shall be governed under English law and Republic of Ireland respectively. |
| **Contract / Framework Agreement** |
| The intention of the Authority is to make an Agreement between the Authority and the successful Supplier(s). The following are Parties to the Agreement SSE Services Plc. The Framework Agreement may also be called off by other SSE group affiliates. |