2024 SSEN FLEXIBILITY SERVICES DYNAMIC PURCHASING SYSTEM (DPS)

Questionnaire Evaluation Criteria (Pre-Qualification)

DPS Questionnaire Evaluation Guidance & Methodology

This document sets out the method that will be used to evaluate potential providers for inclusion on the DPS Select List[1].

In order to be considered eligible for inclusion on the DPS Select List and so receive future invitations to mini-competitions, you must answer all of the questions provided in the STANDARD – COMMERCIAL sheet of the attached questionnaire. Potential providers should complete the column headed "Potential Provider Response" within the questionnaire. The questionnaire is titled "Flexibility Service Pre-Qualification Standard Questionnaire" and it can be found in our document library under "Supporting Documentation" via the link provided below:
[Flexibility Services Document Library - SSEN](#)
Responses will be reviewed and marked using the pass criteria stated in the questionnaire. Potential providers will be deemed to have failed the evaluation where;

- One or more responses do not meet the stated pass criteria.

Once evaluated, all potential providers that have met the pass criteria will be included on the DPS Select List and invited to any new mini-competitions[2] issued through the Delta platform. These mini-competitions will be the process for awarding overarching agreements to potential providers, to allow participation in bidding to provide flexibility services.

Any potential providers who fail to meet the above criteria will be provided with feedback and may amend and resubmit their application at any time whilst the DPS remains open.

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[1] DPS Select List means that the Provider has completed and submitted the Pre-Qualification Questionnaire and received confirmation that they have passed and have been added to the DPS Select List in order to be invited to the mini-competition.

[2] A mini-competition is the process through which a Provider moves towards signing the Overarching Agreement. The key activities in a mini-competition are accepting the terms and conditions of the ENA's Flexibility Standard Agreement v3 and the Service Terms that accompany it. Completing a mini-competition succesfully, is a pre-requisite for taking part in a bidding window.

Standard Commercial Questions

Area	Field Name	Commercial Qualification Questions	Allowable Responses	Pass Criteria	Description	Potential Provider Response
Reference	**COMM_REF_ORG1**	**Assigned Reference for this Organisation, if known**	**free text**	**completed**	**If the Organisation has previously been submitted and assigned a reference, this can be detailed here**	
Company Information	COMM_CI_CNAME	Registered or legal name of the contracting party	free text	completed	Full registered/legal name of the party wishing to enter into the flexibility contract	
	COMM_CI_REGNO	Company Registered Number [Or Charity/Trust]	free text	completed	Registered No. as shown on companies house. Charity or Trust Registration No. is also acceptable	
	COMM_CI_REGA1	Registered address 1	free text	completed	Registered Address line 1	
	COMM_CI_REGA2	Registered address 2	free text	completed	Registered Address line 2	
	COMM_CI_REGA3	Registered address 3	free text, blank	completed, blank	Registered Address line 3	
	COMM_CI_POSTC	Registered address postcode	free text	completed	Registered Address Postcode	
	COMM_CI_FIRST	Key contact First Name	free text	completed	First name of main contact in respect of this submission and any subsequent contract	
	COMM_CI_CLAST	Key contact Last Name	free text	completed	Last name of main contact in respect of this submission and any subsequent contract	
	COMM_CI_EMAIL	Key contact email	free text	completed	email address of main contact in respect of this submission and any subsequent contract	
	COMM_CI_TELNO	Key contact number	free text	completed	Contact telephone number of main contact in respect of this submission and any subsequent contract	
	COMM_CI_WEBSI	Organisation website	free text	completed	Web address for contracting party	
	COMM_CI_RELAT	Legal relationship with flexibility asset/s	Owner, Operator, Aggregator	one code completed	declare relationship to asset/s, only select one	
	COMM_CI_VATNO	VAT Registration Number	free text	completed	VRN of the contracting party	

Compliance	**Terms and Conditions**	COMM_TC_ACCEP	Confirm; You have read the applicable ENA_Standard Flexibility Services Agreement and understand it will be a requirement to accept this Agreement in order to form any contract for the delivery of flexibility services	Y, N	Y	Contracting party must confirm their acceptance of the ENA_Standard Flexibility Agreement applicable to the DNO they are pre-qualifying for
		COMM_TC_DECLA	Do you declare that you have the authority to submit this application and by confirming you declare that to the best of your knowledge, the information in this form is accurate?	Y, N	Y	The individual completing this submission must have the authority of the contracting party to both accept the Agreement and provide the information listed in this application
	Due Diligence	COMM_DD_FLEXA	Is the contracting party a member of Flex Assure Code of Conduct?	Y, N	Y, N	Being a member of flex assure is not required in order to pass commercial qualification, if the contracting party is member it will speed the required due diligence checks
		COMM_DD_ACHIL	Contracting parties Achilles UVDB Registered No. if applicable	free text, blank	completed, blank	Being Achilles UVDB (Utilities Vendor Database) registered is not required in order to pass commercial qualification, if the contracting party is member it will speed the required due diligence and credit checks
		COMM_DD_CHECK	Where Achilles UVDB registration has not been advised, you understand that the DNO may access the contracting Parties most recent audited financial accounts via Companies House for the purpose of credit checks.	Y, N, NA	Y, NA	Please confirm you understand that the DNO may perform credit checks as part of their due diligence checks relating to this application
		COMM_DD_RECEI	Is this contracting party currently, or has it ever been in receivership?	Y, N	N	This response will be assessed by the DNO as part of their due diligence checks
		COMM_DD_ADMIN	Is this contracting party currently, or has it ever been in administration?	Y, N	N	This response will be assessed by the DNO as part of their due diligence checks

	COMM_DD_LIQUI	Is this contracting party currently, or has it ever been in liquidation?	Y, N	N	This response will be assessed by the DNO as part of their due diligence checks
	COMM_DD_DEBTS	Is this contracting party currently, or has it ever been unable to pay its debts as they fall due (within the meaning of Section 268 Insolvency Act 1986)?	Y, N	N	This response will be assessed by the DNO as part of their due diligence checks
	COMM_DD_WINDI	Is this contracting party currently, or has it ever had, in the past 3 years, any petitions for winding up (other than vexatious petitions)?	Y, N	N	This response will be assessed by the DNO as part of their due diligence checks
	COMM_DD_BANKR	Is this contracting party currently, or has it ever had any petitions for bankruptcy (or their equivalent in the country in which the Applicant is incorporated) within the last three years?	Y, N	N	This response will be assessed by the DNO as part of their due diligence checks
	COMM_DD_OFFEN	Is this contracting party currently, or has it ever been convicted of any of the offences or has any discretional exclusion occurred, as contained in Regulation 80 of the Utilities Contract Regulations 2016 (UCR), and listed in Regulation 57 (1) and 57 (8) of the Public Contracts Regulations 2015 (PCR)? [IF IN SCOTLAND, Is this contracting party currently, or has it ever been convicted of any of the offences or has any discretional exclusion occurred, as contained in Regulation 78 of the Utilities Contract (Scotland) Regulations 2016 (UC(S)R), and listed in Regulation 58 of the Public Contracts (Scotland) Regulations 2015 (PC(S)R)?]	Y, N	N	This response will be assessed by the DNO as part of their due diligence checks

		COMM_DD_TERMI	Is this contracting party currently, or has it ever had, in the past 3 years, any similar contracts terminated prematurely and/or had damages claims or other comparable sanctions brought against the contracting party for any significant or persistent deficiencies in performance of a substantive requirement of the contract?	Y, N	N	This response will be assessed by the DNO as part of their due diligence checks
		COMM_DD_LITIG	Has the contracting party been subject to any material non-employment related litigation (pending, threatened or determined) or other legal proceedings against the contracting party within the last three years that may be relevant to your ability to deliver services.	Y, N	N	This response will be assessed by the DNO as part of their due diligence checks
	Insurance	COMM_IN_EMPLO	Does the contracting party have or commit to have Employer's liability insurance with a minimum limit of £5m	Y, N	Y	Confirm you meet the minimum insurance level required for Employers Liability
		COMM_IN_PUBLI	Does the contracting party have or commit to have Public liability insurance with a minimum limit of £5m	Y, N	Y	Confirm you meet the minimum insurance level required for Public Liability
		COMM_IN_COPIE	Will the contracting party provide copies of such insurances upon request	Y, N	Y	Confirm you will be able to provide copies of insurances if requested by the DNO

Standard Technical Questions

Area	Field Name	Technical Qualification Questions	Allowable Responses	Pass criteria	Description	Potential Provider Response
Reference	**TECH_REF_DER1**	**Assigned Reference for this DER, if known**	**Free text, NA**	**Completed**	**If the DER has previously been submitted and assigned a reference, this can be detailed here**	
Connection	TECH_CN_STATUS	DER Connection status	Archived, Energised, Awaiting Energisation, Planned, Speculative	Energised, Awaiting Energisation, Planned, Speculative	One eligible response per DER must be provided confirm the status of the assets connection to the distribution network; **Energised** means the DER is already connected to the network and is readily available for flexibility, **Awaiting Energisation** means the connection application and all installation work is complete but the connection is pending energisation therefore the DER is not yet available for flexibility, **Planned** means a connection application is in progress but no installation work has started and there is no known date for energisation therefore the DER is not yet available for flexibility, **Speculative** means that the DER is still being sought through recruitment and once recruited will form an aggregated group therefore the DER is not yet available for flexibility.	
	TECH_CN_AWAI1	If awaiting energisation, firm date of energisation	DD/MM/YY, NA	Completed	If the DER is Awaiting Energisation the firm date of energisation must be provided, if energised, planned or speculative please respond NA	
	TECH_CN_AWAI2	If awaiting energisation, connection reference number	Free text, NA	Completed	If the DER is Awaiting Energisation the connection reference number must be provided, if energised, planned or speculative please respond NA	

TECH_CN_PLAN1	If planned, connection voltage level	0.23, 0.40, 0.46, 3, 3.3, 6, 6.6, 7, 11, 13, 20, 22, 25, 33, 66, 132, NA	Completed	If the DER is Planned the voltage level at the point at which the DER is connecting onto the distribution network must be provided, if Energised, Awaiting Energisation or Speculative please respond NA	
TECH_CN_PLAN2	If planned, connection offer status	Not yet applied, applied awaiting offer, offer issued, offer accepted	Not yet applied, applied awaiting offer, offer issued, offer accepted	If the DER is Planned the status of the connection application must be stated, if Energised, Awaiting Energisation or Speculative please respond NA	
TECH_CN_PLAN3	If planned, connection reference number	Free text, NA	Completed	If the DER is Planned the status of the connection application must be stated, if Energised, Awaiting Energisation or Speculative please respond NA	
TECH_CN_PLAN4	If planned, what is the target delivery date?	DD/MM/YY, NA	Completed	If the DER is Planned, the target for delivery/energisation must be stated, if Energised, Awaiting Energisation or Speculative please respond NA	
TECH_CN_SPEC1	If speculative, service readiness date	DD/MM/YY, NA	Completed	If the DER is Speculative, the anticipated dated the DER or aggregated group or DER will be available to deliver flexibility. If Energised, Awaiting Energisation or Planned please respond NA	
TECH_CN_SPEC2	If speculative, recruitment status	ASSET CONTRACTED, ASSET KNOWN, ASSET UNKNOWN, NA	Completed	If the DER is Speculative, the status of recruitment must be stated. If Energised, Awaiting Energisation or Planned please respond NA	
TECH_CN_SPEC3	CMZ Location, if known	Free text, NA	Completed	If known, the DNO Constraint Management Zone the DER or if speculative, the Aggregated Group of DER, are sited within. Speculative must complete this field with a valid DER	

Site/Location	TECH_LN_POSTC	If Energised, Awaiting Energisation, Planned; Postcode	free text	Completed	The full post code of the site where the DER is located*
	TECH_LN_IMPAN	If Energised, Awaiting Energisation, Planned; Import MPAN (Meter Point Administration Number) If known	free text (13 Characters), NA	Completed	The unique 13 digit identification of the meter associated with the DER's energy import from the network**
	TECH_LN_EMPAN	If Energised, Awaiting Energisation, Planned; Export MPAN (Meter Point Administration Number) If known	free text (13 Characters), NA	Completed	The unique 13 digit identification of the meter associated with the DER's energy export to the network**
	TECH_LN_MSID1	If Energised, Awaiting Energisation, Planned; MSID (where applicable)	free text, NA	Completed	If applicable, the BSC unique identifier of the meter associated with the DER
	TECH_LN_ANAME	DER [If Speculative, then Aggregated Group] Name/Ref	free text	Completed	The human readable name the contracting party wishes to name the DER
Technology	TECH_TG_GROU1	Asset Scale	DOMESTIC, I&C	Completed	Identifies whether the DER is connected at a site that is domestic, or industrial and commercial.
	TECH_TG_GROU2	Metering Point	POINT OF CONNECTION, ASSET LEVEL	Completed	Describes where the DER is metered. 'Asset Level' means behind the meter and 'Point of Connection' means the connection at the boundary to the network.
	TECH_TG_GROU3	DER Type; Generation &/OR Storage	Y, N	Y, N	Identifies if the purpose of the DER is for generation and/storage
	TECH_TG_GROU4	DER Type; Demand	Y, N	Y, N	Identifies if the purpose of the DER is for demand flexibility

	TECH_TG_GSCL1	If Generation &/OR Storage, Energy Conversion Type	Battery, Compressed air system, Engine (combustion / reciprocating), Gas turbine (OCGT), Geothermal power plant, Hydro power system, Liquid air system, Offshore wind turbines, Onshore wind turbines, Photovoltaic, Steam turbine (thermal power plant), Steam-gas turbine (CCGT), Tidal lagoons, Tidal stream devices, Wave devices	Completed	Complete only if the DER is for generation and/storage	
	TECH_TG_GSCL2	If Generation &/OR Storage, Energy Source	Advanced Fuel (produced via gasification or pyrolysis of biofuel or waste), Biofuel - Biogas from anaerobic digestion (excluding landfill & sewage), Biofuel - Landfill gas, Biofuel – Other, Biofuel - Sewage gas, Biomass, Fossil - Brown coal/lignite, Fossil - Coal gas, Fossil – Gas, Fossil - Hard coal, Fossil – Oil, Fossil - Oil shale, Fossil – Other, Fossil – Peat, Geothermal, Hydrogen, Nuclear, Solar, Waste, Water (flowing water or head of water), Wind, Stored Energy (all stored energy irrespective of the original energy source)	Completed	Complete only if the DER is for generation and/storage	

	TECH_TG_DDCLS	If Demand, Technology Type	Air source heat pump, Ground source heat pump, Water source heat pump, Hybrid Heat pump, EV Charger DSR, EV Charger V2G, On site Battery, Flexible Site Demand	Completed	Complete only if the DER is for demand flexibility	
DER Parameters	TECH_PS_INCAP	DER [If Speculative, then Aggregated Group] Installed capacity (MW)	free text	Completed	The full-load output of the DER	
	TECH_PS_FCDTU	DER [If Speculative, then Aggregated Group] Flexible Active Capacity - Demand Turn-up (MW)	free text	Completed	The capacity, in MW, of your DER to increase its generation output. If Zero, please respond '0'	
	TECH_PS_FCDTD	DER [If Speculative, then Aggregated Group] Flexible Active Capacity - Demand Turn-down (MW)	free text	Completed	The capacity, in MW, of your DER to reduce its generation output. If Zero, please respond '0'	
	TECH_PS_FCGTU	DER [If Speculative, then Aggregated Group] Flexible Active Capacity - Generation Turn-up (MW)	free text	Completed	The capacity, in MW, of your DER to increase its demand on the network. If Zero, please respond '0'	
	TECH_PS_FCGTD	DER [If Speculative, then Aggregated Group] Flexible Active Capacity - Generation Turn-down (MW)	free text	Completed	The capacity, in MW, of your DER to reduce its demand on the network. If Zero, please respond '0'	
	TECH_PS_REACE	DER [If Speculative, then Aggregated Group] Reactive Export Capacity - Generation Turn-up (MW)	free text	Completed	The capacity, in MVar, that an DER has to generate reactive power: providing an inductive load and lagging effect on current with respect to the network voltage. If Zero, please respond '0'	

	TECH_PS_REACE	DER [If Speculative, then Aggregated Group] Reactive Import Capacity - Generation Turn-down (MW)	free text	Completed	The capacity, in MVar, that an DER has to absorb reactive power: providing a capacitive load and leading effect on current with respect to the network voltage. If Zero, please respond '0'	
	TECH_PF_MINOD	DER [If Speculative, then Aggregated Group] Min Operating Duration (HH:MM)	HH:MM	HH:MM	Minimum amount of time the DER is able to provide a flexibility response. Where a DER is able to run continuously beyond 24hrs, respond 'Unlimited'	
	TECH_PF_MAXOD	DER [If Speculative, then Aggregated Group] Max Operating Duration (HH:MM)	HH:MM, Unlimited	HH:MM	Maximum amount of time the DER is able to provide a flexibility response. Where a DER is able to run continuously beyond 24hrs, respond 'Unlimited'	
	TECH_PS_RESPO	DER [If Speculative, then Aggregated Group] Response Time (minutes)	HH:MM	HH:MM	The minimum time required for the DER to respond to a utilisation instruction.	
	TECH_PS_RECOV	DER [If Speculative, then Aggregated Group] Recovery Time	HH:MM	HH:MM	The time required by the DER [If Speculative, then Aggregated Group] to recover from one instruction until the next instruction can be actioned.	
Metering	TECH_PS_METER	Metering Granularity (Second by Second, Minute by Minute or Half Hourly)	SS, MIN, HH	MIN, HH	The metering frequency available for the DER, or if speculative then for the Aggregated Group. Entry should be relevant to the service applicable, for example many DNOs do not accept second x second metering.	

Agreed deviations from Standard Technical questions.
* **Please do not provide full poscodes for domestic assets. SSEN does not collect this data for domestic assets.**
** **Please do not provide MPANs for domestic assets. SSEN does not collect this data for domestic assets.**