



Flexible Power

Flexibility Services

PROCUREMENT PROCESS

March 2021 v1.0

Procurement Process

Once flexibility requirements have been identified, the following steps are followed to procure the necessary services:

PROCESS STEP	Description	Where	Timescale
STEP 1 – Signposting	Intention to tender and timeline are published	Flexible Power web-site	At least 1 month before
STEP 2 – Issue of ITT	Invitation to Tender plus Flexibility Requirements are published	Flexible Power web-site and Tender Platform	
STEP 3 – Pre-qualification	a) Company pre-qualification – assessment of company specific data uploaded to the DPS b) Asset pre-qualification – assessment of asset uploaded to confirm location, technical compliance etc.	Tender Platform	Ongoing until pre-qualification deadline (set 3 weeks before bidding opens)
STEP 4 – Technical Assessment	Assessment of pre-qualified companies and assets for each CMZ. This will confirm if sufficient capacity has pre-qualified for CMZ to progress to tender.	SPEN assessment	3 weeks
STEP 5 – Bidding Window	Bidding window opened for each CMZ progressed to competitive tender	Tender Platform	1 week
STEP 6 – Bid Assessment	Assessment of bids received as per Bid Assessment criteria.	SPEN assessment	6 weeks
STEP 7 – Accept Bids	Bids accepted / rejected.	Tender Platform	
STEP 8 – Contract Award	Flexibility Services Agreement completed.		As soon as possible after accepted bid.

The detailed process is included in Appendix 1.

Once the Flexibility Services Agreement has been fully executed, the Provider will be on-boarded to Flexible Power in preparation for providing the service.

Appendix 1

