Technical Solution Provider:

Application Questionnaire

V1.8

**UKHO Technical Solution Provider Application Questionnaire**

We are a world-leading centre for hydrography, specialising in marine geospatial data that helps others to unlock a deeper understanding of the world’s oceans.

Working with a wide range of partners, we source, process and provide access to this data, ranging from seabed to surface. This is key to helping others make the best use of our oceans in safer, more secure and more sustainable ways.

We then share this data with governments, defence users and academia, as well as make it available through our portfolio of ADMIRALTY Maritime Data Solutions. This includes our world-leading range of navigational charts, publications and data sets which can be found on board over 90% of ships trading internationally.

We’re continuing to innovate so that we can meet the evolving needs of these users and reach wider markets. As our marine data and technology capabilities grow, we will help people working in the blue economy to make better decisions and truly make the most of the world’s oceans.

**Application Process**

You have expressed an interest in becoming an ADMIRALTY Technical Solution Provider. All applicants must complete the Technical Solution Provider Application Questionnaire. The application sets out the information which is required by the UKHO in order to access the suitability of your application and your organization’s technical knowledge and experience, commercial standing, financial viability, strategy and resource.

**Please note:**

* If you are an existing ADMIRALTY Digital Distributor you are only required to complete sections 1, 5, 7, 8 and 10.
* All questions contained in the application should be answered in full or reasons provided if not. Failure to complete all or part of the questionnaire without reasonable cause, or failure to provide enough narrative or comment where required, will result in your application being rejected.
* Applications will be considered on a rolling 30-day basis from date of acknowledgement.
* Applicants are responsible for all costs, expenses and liabilities incurred by them in connection with preparation, submission and ongoing application discussions.
* The completion of an application does not guarantee appointment as a Technical Solution Provider.
* This is an application to become a Technical Solution Provider and is not suitable for those wishing to be the end-user of a service.

**Returning your application to UKHO**

Please supply a completed copy of your application via email to channel@ukho.gov.uk for the attention of the Channel Manager. If the first stage of the application process is successful, you will then continue with the application process as follows:

1. Upon receipt, UKHO will assess your application against the pre-defined criteria within 30 days of acknowledgement.
2. Following the assessment, UKHO will notify you of your application result. If successful, UKHO will contact your referees and will either visit your operating location or telephone you for introductions and to obtain further details about your business and project.
3. On successful completion of step 2, an R&D Technical Solution Provider Agreement will be issued and countersigned.
4. UKHO will set up your access to our test systems and ADMIRALTY Developer Portal which contains the technical API documentation. At this point UKHO will provide systems training and once completed you can begin developing your system to integrate with AVCS Online. UKHO can provide you with ad-hoc developer support if required. A Compliance Checklist is available on the ADMIRALTY Developer Portal for you to ensure that your system meets UKHO standards.
5. When you have finished developing your AVCS Online solution you must test your system against the criteria specified in the Compliance Checklist before submitting to the. UKHO for compliance testing.
6. UKHO will test your system against the criteria stated in the compliance checklist within 10 business days of receipt. If any tests fail, UKHO will contact you to request remedial action.
7. UKHO will inform you when your AVCS Online solution passes compliance testing and you will be awarded an AVCS Online Technical Solution Provider Agreement. This is a legal document which must be signed and countersigned by UKHO.
8. When the AVCS Online Technical Solution Provider Agreement has been countersigned by UKHO, you will need to change your system to call the AVCS Online Live API and then be able to sell your solution and promote as an ADMIRALTY Technical Solution Provider.

These stages of the application process take place consecutively. Successful completion of each stage will enable the application to continue to the next stage.

If your application is unsuccessful you will be notified of the conclusion and given feedback via email. You may be excluded from reapplying for up to 12 months if the UKHO considers that you will need that time to gain the necessary experience and skills to be successful in a future application.

The UKHO, and any advisers it may use, will treat all responses as Commercial in Confidence and will take appropriate steps to preserve the confidentiality of information provided by applicants. Individual confidentiality agreements may be requested. Applicants are also advised that their responses may be reproduced by the UKHO and any advisers it may use. Such reproduction will be for use by the UKHO and its advisers solely in connection with your application.

**Evaluation process**

To ensure all applicants are given fair and equal consideration the UKHO will use evaluation criteria to score responses in section 7 – Mandatory Requirements. Responses for each question will be scored on its own merit and therefore should contain all the information required to answer that question. The UKHO will not consider Information provided in answers to other questions.

Responses to each question will be given a score of 0, 1, 4, 7, or 10 – as per the table below.

|  |  |
| --- | --- |
| **Score 0** | **Poor.** No response or response which is irrelevant to question. |
| **Score 1** | **Weak.** Response only partially answers question, with major deficiencies apparent. Little relevant detail. |
| **Score 4** | **Fair.** Response almost meets question requirements but remains basic and missing some detail. |
| **Score 7** | **Adequate.** Response satisfies question requirement and has provided detail requested. |
| **Score 10** | **Excellent.** Comprehensive and useful response which answers the question and exceeds minimum expectations. Includes a full description and high level of detail which adds value to the application. |

**ADMIRALTY Technical Solution Provider Application Questionnaire**

|  |  |
| --- | --- |
| **1.** | **Applicant Information** |
| **1.1** | What are you applying for? (Please mark ‘X’ to all that apply)  |
| [ ]  AVCS Online |
| **1.2** | Registered company name |  |
| **1.3** | Trading name (if different from Registered company name) |  |
| **1.4** | Previous trading name (if different to current trading name) |  |
| **1.5** | Registered company address |  |
| **1.6** | Intended operating location (if different from registered company address) |  |
| **1.7** | Registered company number |  |
| **1.8** | Company website address |  |
| **1.9** | ISO 9001 certificate number (please enclose a copy of certificate in the application) |  |
| **1.10** | Registered VAT number |  |
| **1.11** | Registered charity number |  |
| **1.12** | Name of immediate parent company |  |
| **1.13** | Name of ultimate parent company |  |
| **1.14** | Please mark ‘X’ in the relevant box to indicate your trading status | [ ]  A public limited company |
| [ ]  A limited company |
| [ ]  A limited liability partnership |
| [ ]  Other partnership |
| [ ]  Sole trader |
| [ ]  Other (please specify) |
| **1.15** | Please provide a brief history of the Company including names of all directors, parent and associated companies.Max. word limit of 500 words |  |
| **1.16** | Authorised person for contact purposes for this application |  |
| **1.17** | Position held in company |  |
| **1.18** | Contact telephone number |  |
| **1.19** | Contact email address |  |
| **1.20** | Is the application is being completed by an agent on behalf of a principal, please give the name, address and status of agent. |  |
|  |  |  |
|  |  |  |
| **2.** | **Mandatory Exclusion**  |
|  | You will be excluded from the application process if there is evidence of convictions relating to specific criminal offences including, but not limited to, bribery, corruption, conspiracy, terrorism, fraud and money laundering, or if you have been the subject of a binding legal decision which found a breach of legal obligations to pay tax or social security obligations (except where this is disproportionate e.g. only minor amounts involved). The following tables provide space for you to answer certain questions. References to legislation are references to UK legislation. If you are not in the UK, please declare convictions and other violations in your jurisdiction that are equivalent or similar to those described below. |
| **2.1** | **Within the past five years, has your organisation Directors or Partner or any other person who has powers of representation, decision or control been convicted of any of the following offences?** | **Please indicate your answer by marking ‘X’ in the relevant box.** |
| **Yes** | **No** |
|  | 1. conspiracy within the meaning of section 1 or 1A of the Criminal Law Act 1977 or article 9 or 9A of the Criminal Attempts and Conspiracy (Northern Ireland) Order 1983 where that conspiracy relates to participation in a criminal organisation as defined in Article 2 of Council Framework Decision 2008/841/JHA on the fight against organised crime;
 |  |  |
|  | 1. corruption within the meaning of section 1(2) of the Public Bodies Corrupt Practices Act 1889 or section 1 of the Prevention of Corruption Act 1906;
 |  |  |
|  | 1. the common law offence of bribery;
 |  |  |
|  | 1. bribery within the meaning of sections 1, 2 or 6 of the Bribery Act 2010; or section 113 of the Representation of the People Act 1983;
 |  |  |
|  | 1. any of the following offences, where the offence relates to fraud affecting the European Communities’ financial interests as defined by Article 1 of the Convention on the protection of the financial interests of the European Communities:
 |  |  |
|  | 1. the offence of cheating the Revenue;
 |  |  |
|  | 1. the offence of conspiracy to defraud;
 |  |  |
|  | 1. fraud or theft within the meaning of the Theft Act 1968, the Theft Act (Northern Ireland) 1969, the Theft Act 1978 or the Theft (Northern Ireland) Order 1978;
 |  |  |
|  | 1. fraudulent trading within the meaning of section 458 of the Companies Act 1985, article 451 of the Companies (Northern Ireland) Order 1986 or section 993 of the Companies Act 2006;
 |  |  |
|  | 1. fraudulent evasion within the meaning of section 170 of the Customs and Excise Management Act 1979 or section 72 of the Value Added Tax Act 1994;
 |  |  |
|  | 1. an offence in connection with taxation in the European Union within the meaning of section 71 of the Criminal Justice Act 1993;
 |  |  |
|  | 1. destroying, defacing or concealing of documents or procuring the execution of a valuable security within the meaning of section 20 of the Theft Act 1968 or section 19 of the Theft Act (Northern Ireland) 1969;
 |  |  |
|  | 1. fraud within the meaning of section 2, 3 or 4 of the Fraud Act 2006; or
 |  |  |
|  | 1. the possession of articles for use in frauds within the meaning of section 6 of the Fraud Act 2006, or the making, adapting, supplying or offering to supply articles for use in frauds within the meaning of section 7 of that Act;
 |  |  |
|  | 1. any offence listed—
 |  |  |
|  | 1. in section 41 of the Counter Terrorism Act 2008; or
 |  |  |
|  | 1. in Schedule 2 to that Act where the court has determined that there is a terrorist connection;
 |  |  |
|  | 1. any offence under sections 44 to 46 of the Serious Crime Act 2007 which relates to an offence covered by subparagraph (f);
 |  |  |
|  | 1. money laundering within the meaning of sections 340(11) and 415 of the Proceeds of Crime Act 2002;
 |  |  |
|  | 1. an offence in connection with the proceeds of criminal conduct within the meaning of section 93A, 93B or 93C of the Criminal Justice Act 1988 or article 45, 46 or 47 of the Proceeds of Crime (Northern Ireland) Order 1996;
 |  |  |
|  | 1. an offence under section 4 of the Asylum and Immigration (Treatment of Claimants etc.) Act 2004;
 |  |  |
|  | 1. an offence under section 59A of the Sexual Offences Act 2003;
 |  |  |
|  | 1. an offence under section 71 of the Coroners and Justice Act 2009
 |  |  |
|  | 1. an offence in connection with the proceeds of drug trafficking within the meaning of section 49, 50 or 51 of the Drug Trafficking Act 1994; or
 |  |  |
|  | 1. any other offence within the meaning of Article 57(1) of the Public Contracts Directive—
 |  |  |
|  | 1. as defined by the law of any jurisdiction outside England and Wales and Northern Ireland; or
 |  |  |
|  | 1. created, after the day on which these Regulations were made, in the law of England and Wales or Northern Ireland.
 |  |  |
| **2.2** | **Non-payment of taxes****2.2 Has it been established by a judicial or administrative decision having final and binding effect in accordance with the legal provisions of any part of the United Kingdom or the legal provisions of the country in which your organisation is established (if outside the UK), that your organisation is in breach of obligations related to the payment of tax or social security contributions?**If you have answered Yes to this question, please use a separate Appendix to provide further details. Please also use this Appendix to confirm whether you have paid, or have entered into a binding arrangement with a view to paying, including, where applicable, any accrued interest and/or fines? |  |  |
| **2.3** | **Is there any legal reason why you may not enter into a contract with the UKHO to become a Technical Solution Provider?** |  |  |
|  |  |  |  |
| If you have answered “yes” to question 2.2 on the non-payment of taxes or social security contributions, and have not paid or entered into a binding arrangement to pay the full amount, you may still avoid exclusion if only minor tax or social security contributions are unpaid or if you have not yet had time to fulfil your obligations since learning of the exact amount due. If your organisation is in that position, please provide details using a separate Appendix. If you have answered “no” to question 2.3 and it later becomes apparent to the UKHO that your answer was not correct it will reject your application and refuse to consider any other application, you may make for 12 months. It also reserves the right, if your application has been successful and you have entered into any contract(s) with the UKHO, it will terminate that contract/those contracts with immediate effect, on the basis that giving your incorrect answer was conduct prejudicial to the interests of the UKHO. |
|  |
| **3.** | **Grounds for Discretionary Exclusion – Part 1** |
|  | The UKHO may exclude any applicant who answers ‘Yes’ in any of the following situations set out in paragraphs (a) to (i);  |
| **3.1** | **Within the past three years, please indicate if any of the following situations have applied, or currently apply, to your organisation.** | **Please indicate your answer by marking ‘X’ in the relevant box.** |
| **Yes** | **No** |
|  | (a) your organisation has violated obligations in the fields of environmental, social and labour law established by EU law, national law, collective agreements or by international environmental, social and labour law; |  |  |
|  | (b) your organisation is bankrupt or is the subject of insolvency or winding-up proceedings, where your assets are being administered by a liquidator or by the court, where it is in an arrangement with creditors, where its business activities are suspended or it is in any analogous situation arising from a similar procedure under the laws and regulations of any State; |  |  |
|  | (c) your organisation is guilty of grave professional misconduct, which renders its integrity questionable; |  |  |
|  | (d) your organisation has a conflict of interest that cannot be effectively remedied; |  |  |
|  |  |  |  |
| **Conflicts of interest**In accordance with question 3.1 (d), the UKHO may exclude an applicant if there is a conflict of interest which cannot be effectively remedied. The concept of a conflict of interest includes any situation where relevant staff members have, directly or indirectly, a financial, economic or other personal interest which might be perceived to compromise their impartiality and independence in the context of this application.Where there is any indication that a conflict of interest exists or may arise then it is the responsibility of the applicant to inform the UKHO, detailing the conflict in a separate Appendix. Provided that it has been carried out in a transparent manner, routine pre-market engagement carried out by the UKHO should not represent a conflict of interest for the Applicant. |
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| **4.** | **Grounds for Discretionary Exclusion – Part 2** |
| The UKHO may in its sole discretion exclude an applicant where it can demonstrate the applicant’s non-payment of taxes/social security contributions where no binding legal decision has been taken. |
| **From 1 April 2013 onwards, have any of your company’s tax returns submitted on or after 1 October 2012;** | **Please indicate your answer by marking ‘X’ in the relevant box.** |
| **Yes** | **No** |
| **4.1** | Given rise to a criminal conviction for tax related offences which is unspent, or to a civil penalty for fraud or evasion; |  |  |
| **4.2** | Been found to be incorrect as a result of:* + - HMRC successfully challenging it under the General Anti-Abuse Rule (GAAR) or the “Halifax” abuse principle; or
		- A tax authority in a jurisdiction in which the legal entity is established successfully challenging it under any tax rules or legislation that have an effect equivalent or similar to the GAAR or the “Halifax” abuse principle; or the failure of an avoidance scheme in which the applicant was involved and which was, or should have been, notified under the Disclosure of Tax Avoidance Scheme (DOTAS) or any equivalent or similar regime in a jurisdiction in which the applicant is established.
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| If answering “Yes” to either 4.1 or 4.2 above, the applicant may provide details of any mitigating factors that it considers relevant and that it wishes the UKHO to take into consideration.  This could include, for example: * corrective action undertaken by the applicant to date;
* corrective action planned to be taken;
* changes in personnel or ownership since the occasion of non-compliance; or
* Changes in financial, accounting, audit or management procedures since the occasion of non-compliance.

In order that the UKHO can consider any factors raised by the applicant, the applicant should provide:* a brief description of the occasion, the tax to which it applied, and the type of “non-compliance” e.g. whether HMRC or the foreign Tax Authority has challenged pursuant to the GAAR, the “Halifax” abuse principle etc.;
* where the occasion of non-compliance relates to a DOTAS, the number of the relevant scheme;
* the date of the original “non-compliance” and the date of any judgment against the applicant, or date when the return was amended; and
* the level of any penalty or criminal conviction applied.
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| **5.** | **Economic and Financial Standing** |
|  | The UKHO may exclude any applicant unable to demonstrate its economic/financial standing;  |
| **5.1** | **Please provide one of the following to demonstrate your economic/financial standing and include evidence as an appendix to this application;** **Please indicate your answer with an ‘X’ in the relevant box.** |
|  |[ ]  A copy of the audited accounts for the most recent two years |
|  |[ ]  A statement of the turnover, profit & loss account, current liabilities and assets, and cash flow for the most recent year of trading for this organisation |
|  |[ ]  A statement of the cash flow forecast for the current year and a bank letter outlining the current cash and credit position |
|  |[ ]  Alternative means of demonstrating financial status if any of the above are not available (e.g. Forecast of turnover for the current year and a statement of funding provided by the owners and/or the bank, charity accruals accounts or an alternative means of demonstrating financial status). |
| **5.2** | Please supply a copy of any announcements made to the authorities of the Stock Exchange, market or bourse on which the stock and shares of the company are publicly traded, since the date of publication of the last audited set of accounts. |  |
| **5.3** | Please provide details of significant pending developments, changes in financial structure or ownership, prospective take-over bids, buy-outs and closures etc. which are currently in the public domain |  |
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| **6.** | **Additional Questionnaire Modules** |
|  | Applicants who self-certify that they meet the requirements for these additional modules may be required to provide evidence of this if they are successful at the application evaluation stage.  |
|  | **Please indicate your answer by marking ‘X’ in the relevant box.** |
|  | **Yes** | **No** |
| **6.1** | **Insurance** |
| **6.1.1** | Please confirm that you already have, or can commit to obtain, prior to the commencement of the agreement, a policy or polices of insurance providing an adequate level of cover in respect of all risks which may be incurred in acting as a Technical Solution Provider including employer’s liability insurance. |  |  |
| **6.2** | **Compliance with equality legislation**For organisations working outside of the UK please refer to equivalent legislation in the country that you are located. |
| **6.2.1** | In the last three years, has any finding of unlawful discrimination been made against your organisation by an Employment Tribunal, an Employment Appeal Tribunal or any other court (or in comparable proceedings in any jurisdiction other than the UK)? |  |  |
| **6.2.2** | In the last three years, has your organisation had a complaint upheld following an investigation by the Equality and Human Rights Commission or its predecessors (or a comparable body in any jurisdiction other than the UK), on grounds of alleged unlawful discrimination? If you have answered “yes” to one or both questions in this module, please provide, as a separate Appendix, a summary of the nature of the investigation and an explanation of the outcome of the investigation to date.If the investigation upheld the complaint against your organisation, please use the Appendix to explain what action (if any) you have taken to prevent unlawful discrimination from reoccurring.You may be excluded if you are unable to demonstrate to the UKHO’s satisfaction that appropriate remedial action has been taken to prevent similar unlawful discrimination reoccurring.  |  |  |
| **6.2.3** | If you use sub-contractors, do you have processes in place to check whether any of the above circumstances apply to these other organisations? |  |  |

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| **6.3** | **Environmental Management** |
| **6.3.1** | Has your organisation been convicted of breaching environmental legislation, or had any notice served upon it, in the last three years by any environmental regulator or authority (including local authority)? If your answer to this question is “Yes”, please provide details in a separate Appendix of the conviction or notice and details of any remedial action or changes you have made as a result of conviction or notices served.The UKHO will not select applicants that have been prosecuted or have had notice served upon them under environmental legislation in the last 3 years, unless the UKHO is satisfied that appropriate remedial action has been taken to prevent future occurrences/breaches. |  |  |
| **6.3.2** | If you use sub-contractors, do you have processes in place to check whether any of these organisations have been convicted or had a notice served upon them for infringement of environmental legislation? |  |  |
| **6.4** | **Health and Safety** |
| **6.4.1** | Please self-certify that your organisation has a Health and Safety Policy that complies with current legislative requirements. |  |  |
| **6.4.2** | Has your organisation or any of its Directors or Executive Officers been in receipt of enforcement/remedial orders from the Health and Safety Executive (or equivalent body) in the last 3 years? If your answer to this question was “Yes”, please provide details in a separate Appendix of any enforcement/remedial orders served and give details of any remedial action or changes to procedures you have made as a result. The UKHO will exclude applicants that have been in receipt of enforcement/remedial action orders unless the applicant can demonstrate to the UKHO’s satisfaction that appropriate remedial action has been taken to prevent future occurrences or breaches.  |  |  |
| **6.4.3** | If you use sub-contractors, do you have processes in place to check whether any of the above circumstances apply to these other organisations? |  |  |
|  |  |  |  |
| **7.** | **Mandatory Requirements (SCORED QUESTIONS)** |
|  | Please refer to the published UKHO Technical Solution Provider Appointment Criteria which outlines the main areas of capability to which the responses of this section will be evaluated against.All questions must be completed within the stated word limit. You should include comprehensive detail and examples about your capabilities. Failure to complete all or part of a question without reasonable cause, or failure to provide enough narrative or comment where required, will result in a low score and may lead to your application being rejected.**Please note:** This section must be completed without assuming UKHO has any existing knowledge of your organisation. |
| **7.1** | **General Requirements** |
| **7.1.1** | Having read the UKHO’s published criteria for Official Technical Solution Providers please explain why you consider yourselves to be suitable to be appointed and the reasons for your application.Max. word limit of 500 words |  |
| **7.1.2** | Please provide details of resources to be employed by you to ensure you achieve your Sales and Marketing plans. Resources include:* financial investment,
* technical infrastructure
* human resource.

Within the Human resource element, please provide a summary of the relevant key management staff and sales team experience and knowledge that would be involved in carrying out your plans.Max. word limit of 1000 words |  |
| **7.1.3** | Please supply a summary of your company’s experience of working with and selling software solutions;Max. word limit of 500 words |  |
| **7.1.4** | Please provide details of your knowledge and experience of using REST and SOAP APIsMax. word limit of 500 words |  |
| **7.1.5** | Please describe your customer support functionality. This should include how your resolve customer queries and complaints, response times and escalation procedures.Please also explain your service level targets, how you currently measure and meet them. This includes the business hours for the operating location(s) and how you intend to offer 24/7 or out of hours support to customers.Max. word limit of 500 words |  |
| **7.1.6** | Please provide a description and photographs of all operating locationsMax. word limit of 500 words |  |
| **7.1.7** | Describe how you intend to manage accounting and payment of goods and services from UKHO?Max. word limit of 500 words |  |
| **7.1.8** | Please give details of your organisation’s website, the information it contains and its capability. Please also provide details of any plans to develop this further.Max. word limit of 500 words |  |
| **7.1.9** | Please provide details of the capability and reliability of your broadband and power supply.Max. word limit of 500 words |  |

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| **7.2** | **AVCS Online Requirements** |  |
| **7.2.1** | **Project Scope:**Please provide an overview about your organisation’s proposed AVCS Online solution. For example:* Are you creating a new website or adding AVCS Online to an existing website? Please provide details.
* How will customers access it?
* What is your proposed licensing model for the AVCS Online host system?
* What value will you add to AVCS Online? E.g. any additional layers.
* Details of your technical infrastructure
* How you will ensure optimal availability of AVCS Online, including evidence of your systems availability/uptime

Max. word limit of 1000 words |  |
| **7.2.2** | If you intend to use a third-party to develop part, or all, of your AVCS Online solution, please provide full details of their experience of working with software solutions.Max. word limit of 500 words |  |
| **7.2.3** | Please provide details of your knowledge and experience of working with an OGC (Open Geospatial Consortium) compliant WMS.If you intend to use a third-party to develop part, or all, of your AVCS Online solution, please provide full details of their knowledge and experience of working with an OGC compliant WMS.Max. word limit of 500 words |  |
| **7.2.4** | How will customer place orders and in what time frame will they be fulfilled?Max. word limit of 500 words |  |
| **7.2.5** | Please provide your proposed Sales and Marketing plan for AVCS Online. The plan should cover the first 3 years following appointment and include;* Forecast AVCS Online licence sales for the first three years after launch
* Forecast AVCS Online revenue for the first 3 years after launch
* AVCS Online target customer groups
* How you intend to promote AVCS Online and encourage uptake, please include details of your organisations e-business experience and capability where possible
* How you intend to encourage sales of additional ENCs to AVCS Online licensees
* Your plans, if any, to use any operating locations other than that listed on the application
* Your plans, if any, to integrate AVCS Online into any host systems other than your primary solution (e.g. an end user system)
* Whether you have plans to appoint sub-partner/resellers to sell AVCS Online to customers.

Max. word limit of 5,000 words |  |
| **8.** | **Mandatory Requirements (Information only)** |  |
| **8.1** | Please give details of any propriety product of the company or any company within the company’s group which competes or seeks to compete with any UKHO product or service. |  |
| **8.2** | Is there anything you believe prejudicial that the UKHO should be made aware of to support this application? |  |
| **8.3** | Please give details of any professional or trade bodies your company belongs to. |  |
| **8.4** | How will you manage personal data to ensure compliance with local and UK data protection (which is the General Data Provision Regulation – GDPR)? |  |
|  |  |  |
| **9.** | **References** |
|  | Please provide details of two independent business referees the UKHO will contact as part of the application process. |
| **9.1** | **Reference 1** |
|  | Company name |  |
| Contact name |  |
| Contact email address |  |
| Brief description of business relationship to applicant’s company |  |
| **Reference 2** |  |
| Company name |  |
| Contact name |  |
| Contact email address |  |
| Brief description of business relationship to applicant’s company |  |

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| **10.** | **Declaration** |  |
|  | I declare that to the best of my knowledge the answers in this application are correct. I understand that the information will be used in the selection process to assess my organisation’s suitability to be invited to participate further in this application process. I understand that the UKHO may reject my application if there is a failure to answer all relevant questions fully or if I provide false/misleading information. If UKHO finds that, at any time, information included in this application has been falsely supply it may, at its own discretion, terminate the application or agreement.By applying I give consent for UKHO to run company and credit checks.I also declare that there is no conflict of interest in relation to the UKHO’s requirement for Technical Solution Providers diligently to promote ADMIRALTY Maritime Data Solutions.I understand that any Technical Solution Provider Agreement will be entered into on a non-exclusive basis. |
|  | **Application completed by;** |  |
|  | **Name** |  |
|  | **Role in organisation** |  |
|  | **Signature** |  |
|  | **Date** |  |
|  |  |  |
| **11.** | **Copyright** |  |
|  | Applicants should note that the copyright in all the documentation issued by the UKHO for the purpose of this exercise rests with the Crown and its contents should be treated as Commercial in Confidence. Unless necessary for the completion of this exercise, reproduction of this document, or any of the documents provided by the UKHO, either in whole or part, is forbidden except with the express written permission of the UKHO. |