

SSEN FLEXIBILITY SERVICES DYNAMIC PURCHASING SYSTEM GUIDANCE FOR POTENTIAL PROVIDERS



Scottish & Southern
Electricity Networks



FLEXIBILITY SERVICES PROCUREMENT

Owners of Generation or Demand assets greater than 50kW may be able to provide Flexibility Services.

- All interested providers need to pre-qualify and register their assets on our updated Dynamic Purchasing System (DPS)
- Upcoming tenders will be advertised on the [Flexible Power Map](#) and [SSEN Website](#)

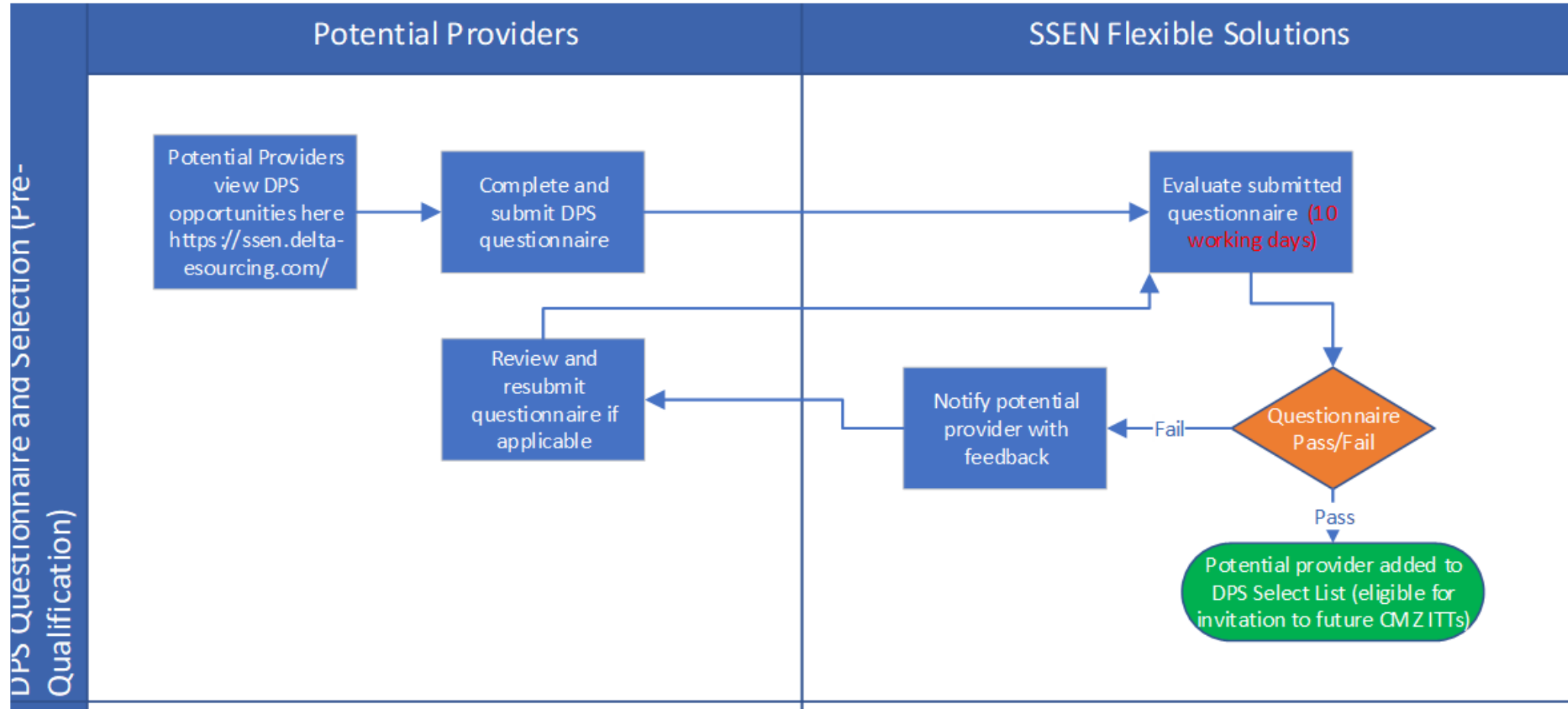


PROCUREMENT PROCESS

- Prospective providers must register and pre-qualify on the Dynamic Procurement System (DPS) in order to participate in tenders
- There is a separate DPS for our North (SHEPD) or South (SEPD) network areas. Note that providers with assets in both North and South will need to register interest and complete questionnaires for both areas
- Links to our Dynamic Purchasing Systems can be found here <https://ssen.delta-esourcing.com/>
- A guidance on registration and completion of the DPS questionnaire is provided in the following slides



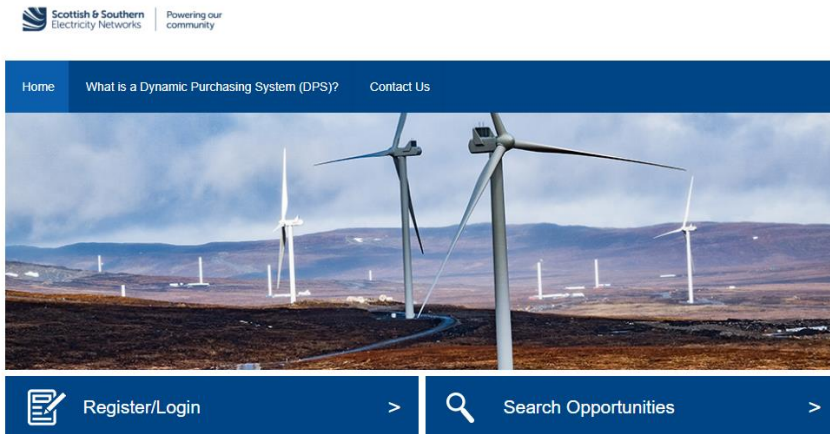
DPS QUALIFICATION PROCESS OVERVIEW





DPS GUIDE

- Step 1: Visit <https://ssen.delta-esourcing.com/>



Welcome to the SSEN Dynamic Purchasing System for Flexibility Services

SSEN use the Delta eSourcing Dynamic Purchasing System (DPS) for procuring Flexibility Services. Interested suppliers must register on the DPS and complete the pre-qualification questionnaire. If this stage is passed successfully, the supplier is added to the Select List and will be invited to any tenders that are relevant to the assets and areas in which they operate.

The DPS is open for supplier registrations at any time. Simply choose the region you wish to qualify for to view the full notice, then click on "Register Interest".

SEPD (South Central England)

SHEPD (North of Scotland)

For more information on Flexibility Services <https://www.ssen.co.uk/our-services/flexible-solutions/flexible-services/>.

[Terms and conditions](#) | [Privacy Policy](#) | [Security](#) | Powered by Delta

- Step 2: Click on either SEPD (South Central England) or SHEPD (North of Scotland), which will show you the notice and allow you to click on 'Register Interest'



Scottish & Southern Electricity Networks: SEPD DPS for Flexibility Services in Southern England - 2022 onwards

REGISTER INTEREST

Scottish & Southern Electricity Networks is using Delta eSourcing to run this tender exercise

Notice Summary	
Title:	SEPD DPS for Flexibility Services in Southern England - 2022 onwards
Notice type:	Contract Notice - Utilities
Authority:	Scottish & Southern Electricity Networks
Nature of contract:	Services
Procedure:	Restricted
Short Description:	The Authority is looking to establish a Dynamic Purchasing System (DPS) as a means of procuring Flexibility Services.
Published:	13/07/2022 19:55

This opportunity is currently OPEN. To respond to the opportunity, please click Register Interest and follow the on-screen instructions.

View Full Notice

UK: Reading Electricity distribution.
Section 1. Contracting Authority
I.1) Name and addresses
Southern Electric Power Distribution PLC
No 1 Forbury Place, 43 Forbury Road, Reading, RG1 3JH, United Kingdom
Tel: +44 1738342260, Email: susan.e.beveridge@sse.com
Contact: Susan Beveridge
Main Address: <https://www.sse.com/>
NUTS Code: UK
I.2) Joint procurement
The contract involves joint procurement: No.
In the case of joint procurement involving different countries, state applicable national procurement law: Not provided
The contract is awarded by a central purchasing body: No.
I.3) Communication
The procurement documents are available for unrestricted and full direct access, free of charge, at: <https://ssen.delta-esourcing.com/respond/4X98CZ76J8>
Additional information can be obtained from: the abovementioned address
Tenders or requests by participants must be sent to the abovementioned address.



DPS GUIDE

- Step 3: After you click on Register Interest, you can register as a Supplier on Delta or if you have used this system before you can log in (please note that registering as a supplier on Delta is not the full DPS registration, but system registration only)

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Username

Password

Login

Register for Free

If you are new to the site, you will have to register to proceed.

Login using your username and password
[Register as a Buyer](#) to create, manage and conduct competitive tender exercises.

Register as a Supplier - If you are new to Delta, you need to register in order to respond to tender opportunities.
[Forgotten Password?](#)



- Step 4: Once you have registered and logged into Delta you will see the screen below. You will find the opportunities to respond to under 'Response Manager'

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Profile Responses eAuctions Help Resources Account Logout

Test for SSEN DPS

Live Chat Susan Beveridge Supplier Administrator

Welcome to Scottish and Southern Electricity Networks Procurement Portal

You can use the links below to manage your responses to Scottish and Southern Electricity Networks Procurement Portal opportunities. You can also access a range of resources to support your competitive processes. To help you get started read our helpful [User Guides](#).

- Response Manager**
View, manage and track your responses electronically using the Response Manager. Respond using an access code or an invitation to tender.
[View Invites and Responses](#)
- Manage your Account and Add Users**
Use this function to view and manage your Scottish and Southern Electricity Networks Procurement Portal account details and any groups created within your organisation. you can also invite new users to join your group.
[View Account Details](#)
- Profile Manager**
Use Profile Manager to view, edit and publish your organisation's Select Supplier Profile. Buyers can search for profiles and invite suppliers to participate in a tender exercise.
[Edit Select Supplier Profile](#)
- Resources**
This area is designed to keep suppliers up to date with developments within the ever-changing procurement marketplace and provides guidance through the complex tendering process.
[View Resources Overview](#)
- Signup to Accredite**
Select Accredite is a complete pre-qualification service validating your data in line with government standards ensuring that buyers have access to accurate and up to date information about your business.
[Read More](#)



DPS GUIDE

- Step 5: If you have already clicked on Register Interest then the DPS opportunity will be shown, as per the screen below. If you do not see this you can use the following access codes:
- SEPD DPS for Flexibility Services in Southern England - 2022 onwards: 4X98CZ76J8
- SHEPD DPS for Flexibility Services in Scotland - 2022 onwards: 63RU6G5499

Test for SSEN DPS

Response Manager

Respond

Please enter an Access Code as per the instructions from the buyer then click 'Submit'. You may have received this directly from the buyer or from an advertised contract.

Please note the helpdesk CANNOT provide you with an access code. If you do not have the access code then you must contact the authority directly. If you have the access code and cannot access tender please contact the helpdesk on 0800 923 9236

Access Code [Submit](#)

Responses

The table below shows your responses. Click on the name of a response to work on it, ensuring you have submitted it prior to the deadline.

Opportunity	Opportunity Type	Submitted	Submitted Date	DPS Status	Closing Date	Owner
SEPD DPS for Flexibility Services in Southern England - 2022 onwards Scottish & Southern Electricity Networks	DPS	No	N/A	Pending	13-07-2027 23:55:00	Susan Beveridge

2 items found, displaying all items.

- Step 6: When you click on the opportunity you will see the screen below. Here you will find all the information on the DPS. Once you are ready to start your submission continue to stage two

Test for SSEN DPS

Stage One: Overview

SEPD DPS for Flexibility Services in Southern England - 2022 onwards

Message Centre Important - Please Read

SQ Information

Access Code: 4X98CZ76J8
Status: Open
Opening Date: 13/07/2022 19:55
Closing Date: 13/07/2027 23:55

Stage One: Overview Stage Two: Prepare Response Stage Three: Submit Response

In order to respond to this opportunity you should follow our 3 stage process. Download any associated documents from stage 1, review any additional questions the buyer may have and upload your own documents in stage 2 and submit your completed response in stage 3.

If you require any technical assistance with the website, please contact the helpdesk on 0800 923 9236 or email helpdesk@delta-esourcing.com. If you require any clarification on the questions or documents that are part of this opportunity please contact the seller directly, using the message centre button above. If you need assistance in preparing your response please consult the Scottish and Southern Electricity Networks Account Help section.

Document Title	Document Size	Uploaded Date
DPS Questionnaire DER Form - Template v1.0.xlsx	1.14 MB	13/07/2022 15:38
Flexibility Services - An Introductory Guide v1.0...pdf	310.32 KB	13/07/2022 16:19
2022 SSEN Flexibility Services DPS Evaluation Crit...pdf	143.14 KB	13/07/2022 17:06
Flexibility Services DPS Queries Log.pdf	441.42 KB	09/08/2022 15:55
Flexibility Services Prequalification Incentive 20...pdf	127.99 KB	30/08/2022 14:58

Download All

5 documents found, displaying all documents.

[Continue to Stage Two](#)



DPS GUIDE

- Step 7: Complete the questionnaire and proceed to Stage 3

The screenshot shows the 'Test for SSEN DPS' interface at Stage Two: Prepare Response. The breadcrumb trail is: Home > Activity Centre > Response Manager > Response > Stage Two: Prepare Response. The user is Susan Beveridge, Supplier Administrator. The main heading is 'SEPD DPS for Flexibility Services in Southern England - 2022 onwards'. Below this are buttons for 'Message Centre' and 'Important - Please Read'. To the right, 'SQ Information' shows: Access Code: 4X98CZ76J8, Status: Open, Opening Date: 13/07/2022 19:55, Closing Date: 13/07/2027 23:55. A progress bar shows 'Stage One: Overview', 'Stage Two: View Response' (active), and 'Stage Three: Submit Response'. Below the progress bar, a note states: 'All responses to questions being asked by the awarding authority have been listed below. Note, please review all questions carefully as other relevant documents may be attached to them, containing additional information pertinent to your response.' The main content area is titled '1. Information about the Bidder' and contains '1.1 Questions'. The first question asks for the 'Provide Company Name (or the lead company from your proposed joint venture / collaboration)'. A text input field contains 'Test for SSEN DPS' and shows 'Characters Remaining: 383'. Below this is the 'Company Address' section with three address lines. The first line contains '1 Waterloo Street' and shows 'Characters Remaining: 133'. The second and third lines are empty and show 'Characters Remaining: 150'. On the right side, there are links for '1. Information about the Bidder', '2. Pre Requisites', '3. Economic and Financial Standing', '4. Technical and Professional Ability', and '5. Declaration'. At the bottom right is a 'Proceed to Stage 3' button.

- Step 9: Check that all sections are completed (with the green tick) and submit your response. SSEN will review and confirm the outcome to you within 10 days. If you fail for any reason you are free to resubmit an updated submission and we will review this again

The screenshot shows the 'Test for SSEN DPS' interface at Stage Three: Submit Response. The breadcrumb trail is: Home > Activity Centre > Response Manager > Response > Stage Three: Submit Response. The user is Susan Beveridge, Supplier Administrator. The main heading is 'SEPD DPS for Flexibility Services in Southern England - 2022 onwards'. Below this are buttons for 'Message Centre' and 'Important - Please Read'. To the right, 'SQ Information' shows: Access Code: 4X98CZ76J8, Status: Open, Opening Date: 13/07/2022 19:55, Closing Date: 13/07/2027 23:55. A progress bar shows 'Stage One: Overview', 'Stage Two: Prepare Response', and 'Stage Three: Submit Response' (active). Below the progress bar, a note states: 'Below you will find the status of all sections included in your response. A green tick confirms that all mandatory questions have been completed and the response can be submitted. If any sections have a red cross, more information is required.' Below this note is a 'Submit Response' button, which is highlighted with a red arrow. At the bottom, there is a table showing the status of the response sections.

Status	Page Title
✓	Information about the Bidder
✓	Pre Requisites
✓	Economic and Financial Standing
✓	Technical and Professional Ability
✓	Declaration



USEFUL LINKS & CONTACTS

SSEN Website

<https://www.ssen.co.uk/our-services/flexible-solutions/flexibility-services/flexibility-services-procurement/>

Flexible Power Procurement Map

<https://www.flexiblepower.co.uk/locations/scottish-and-southern-electricity-networks>

Open Network Flexibility Services Website

<https://www.energynetworks.org/electricity/futures/open-networks-project/workstream-products-2020/ws1a-flexibility-services.html>

**Procurement –
Susan.E.Beveridge@sse.com**

**Flexibility Services Team –
FlexibleServices@sse.com**



THANK YOU



Scottish & Southern
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