25 November 2026

Dear

ATISN 26-0129 – AI use in tenders

Information requested

Thank you for your request which I received on 30 October 2026. You asked for:

Please could you provide the following under the Freedom of Information Act 2000.

1. A copy of any question in your tender documents, used since January 2024, asking suppliers whether they used AI to prepare their bid, and the date you first used it.
2. If it is held in a report or system field: for each month since you started asking that question, the number of bids that answered it and the number that said AI was used. I am not asking you to review individual bids, and I do not need supplier names.
3. Any guidance or instructions issued to your staff on using AI tools to evaluate or score bids.
4. The name of any AI tool, including Microsoft Copilot, used to summarise, compare or score bids since 1 February 2025, as recorded in contracts, licences, approvals or similar records. If none is recorded, please say so.

If any part would exceed the cost limit, please tell me how I could narrow it, and answer the other parts if you are able.

Our response

1.	A copy of any question in your tender documents, used since January 2024, asking suppliers whether they used AI to prepare their bid, and the date you first used it.

Response:

WG include the following in our relevant open tenders.

Invitation to Tender inculdes:

AI DISCLOSURE QUESTIONNAIRE (non-scored)

Bidders remain wholly responsible for the accuracy and completeness of all information submitted in their Bid, regardless of whether any part of the Bid has been prepared using Artificial Intelligence tools.

Bidder(s) will be required to disclose their use of AI when responding to the tender questions and confirm whether all AI-generated content has been checked for accuracy and compliance with legal and contractual requirements. The questionnaire

is not-scored, however if a Bidder is unable to verify that AI-generated content has been checked as being true and accurate, the Client reserves the right to disregard or down score any AI-generated content, or where appropriate, exclude the Bidder where the submission is found to contain false or misleading information.

Bidders are reminded that it is in their own interest to verify accuracy, as any misleading or unverified content may prevent the Bidder from being able to comply with its Bid commitments, and may subsequently lead to contractual remedies for breach or poor performance if awarded the Contract.

Qualification Questionnaire then includes:

- **Complete the AI Disclosure Questionnaire Response Template (non-scored)**

The Bidder(s) must download and complete the AI Disclosure Questionnaire Response Template (non-scored) (Schedule 3.7 ITT – AI Disclosure Questionnaire (Response Template) (non-scored))- attached. The completed Template must be re-uploaded to the eTenderWales portal.

Only one AI Disclosure Questionnaire Response is required to be submitted. Unless required specifically to do so, Bidder(s) are not required to submit any other information. **Please note that additional information that was not requested will be disregarded**.

WG also include the AI Disclosure Questionnaire Response under the list of completed documents that make up a compliant bid.

The questionnaire was first used on 16 March 2026.

2.	If it is held in a report or system field: for each month since you started asking that question, the number of bids that answered it and the number that said AI was used. I am not asking you to review individual bids, and I do not need supplier names.

Response:

We do not hold a record as a report, and we do not hold any system fields detailing the number of bids that answered it and the number that said AI was used.

3.	Any guidance or instructions issued to your staff on using AI tools to evaluate or score bids.

Response:

We do not routinely use AI tools to evaluate or score bids.

4.	The name of any AI tool, including Microsoft Copilot, used to summarise, compare or score bids since 1 February 2025, as recorded in contracts, licences, approvals or similar records. If none is recorded, please say so.

Response:

We have Microsoft 365 Copilot, however we do not routinely use any AI tool to summarise, compare or score bids, therefore we do not have any AI tools recorded on in contracts, licences, approvals or similar records used.

Next steps

If you are dissatisfied with the Welsh Government's handling of your request, you can ask for an internal review within 40 working days of the date of this response. Requests for an internal review should be addressed to the Welsh Government's Freedom of Information Officer at:

Information Rights Unit,
Welsh Government,
Cathays Park,
Cardiff,
CF10 3NQ

or Email: Freedom.ofinformation@gov.wales

Please remember to quote the ATISN reference number above.

You also have the right to complain to the Information Commissioner. The Information Commissioner can be contacted at:

Information Commissioner's Office
4th Floor
No. 3 Circle Square
5 Hawkshaw Street
Manchester
M1 7BL

Telephone: 0303 123 1113
Website: www.ico.org.uk

However, please note that the Commissioner will not normally investigate a complaint until it has been through our own internal review process.

Yours sincerely