

**TORBAY COUNCIL**

**Part 5 Award Questionnaire**

**Contract Reference**

**TTDA3523**

**SWPA Project Number**

**48378**

**Contract Title**

**White Rock Primary School Roof Replacement**

**Maximum Period of Contract**

**7 weeks**

**Return Date**

**Friday 30<sup>th</sup> June 2023**

**Return Time**

**12:00 Noon**

**Return To**

**[www.supplyingthesouthwest.org.uk](http://www.supplyingthesouthwest.org.uk)**

**Applicant Name**

**DFR Roofing**

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# Stage Two – Award Criteria

## Section A: Pass / Fail Criteria

The questions within this section shall be assessed on the basis of pass or fail. The minimum requirement for the Applicant to achieve a Pass is for the Applicant to respond Yes to each question.

Question Number	Questions	Response
A1	In addition to the framework insurance requirements, please confirm that you hold Public Liability Insurance of a minimum of £5 million.	Yes / No

## Section B: For Information Only

Applicants are required to answer the following question for information purposes only. The examples given may be referred back to in subsequent Method Statements and Technical Questions.

Question Number	Questions		
B1	<p>Please provide details in the table below of up to three contracts from either the public or private sector; whereby the safeguarding of individuals was required and upon completion of the works a deep clean was undertaken.</p> <p>The named contact provided should be able to provide written evidence to confirm the accuracy of the information provided below.</p> <p><b>Please Note:</b> The details may include samples of grant-funded work. Contracts for supplies or services should have been performed during the past three years. Works contracts may be from the past five years.</p>		
	Contract 1	Contract 2	Contract 3
Contract / Scheme Name:			
Name of Customer Organisation:			

Contact Name & Email:			
Brief Description of Contract:			
Contract Start Date:			
Contract Completion Date:			
Estimated Contract Value:			

## Section C: Method Statements

Applicants are required to submit Method Statements. They should be drafted in such a manner so as to be able to form part of the Contract. They should be submitted containing sufficient detail to demonstrate that the stated outcomes will be deliverable, as defined within Part 2 Specification.

Responses must be relevant to the question and appropriate in length. Supporting information may be submitted, provided that it is clearly labelled, referenced in the question to which it relates and appended to the main submission.

The evaluation of the response will not go beyond the word limit that has been set, if applicable.

Method Statement Number	Method Statement	% Score
<b>C1</b>	Please provide a programme and method statement identifying the sequencing of the removal of redundant	<b>10.00%</b>

	<p>rooflights, supply and fixing of new roofing materials and rooflights as required by the works specification.</p> <p>Your response should include but not be limited to:</p> <ul style="list-style-type: none"> <li>• all relevant compliant detailing</li> <li>• the new roof covering's fixing methodology</li> <li>• methods of safe access and edge protection</li> <li>• Confirmation of the ability to competently deliver the works in line with the works specification</li> <li>• to the ability plan and manage the works on a school building, specifically sequencing the works to complete the latter stages, when the school may be reoccupied at the start of the Autumn term, to be working over general circulation areas rather than occupied teaching areas</li> </ul>	
<p><b>Minimum Requirement</b></p> <p>That the Applicant responds to this question in a manner that evidences they have the relevant ability, skills, resource, and quality measures required to meet any Mandatory or Core Requirements of the Specification applicable to this criterion.</p> <p><b>Evaluation Criteria</b></p> <p>Your response will be evaluated against your ability to demonstrate and evidence you can meet the core requirements:</p> <p><b>Page / Word Limit:</b> Maximum 3 pages in Arial 12</p> <p><b>Permitted Appendices and Supplementary Information</b></p> <ul style="list-style-type: none"> <li>• 2 page single sided A3 work programme</li> </ul>		
<p><b>Response:</b></p>		

## Section D: Technical Questions

Applicants are required to submit their responses to the following Technical Questions. They should be drafted in such a manner so as to be able to form part of the Contract. They should be submitted containing sufficient detail to demonstrate that the stated outcomes will be deliverable, as defined within Part 2 Specification.

Responses must be relevant to the question and appropriate in length. Supporting information may be submitted, provided that it is clearly labelled, referenced in the question to which it clearly relates and appended to the main submission.

The evaluation of the response will not go beyond the word limit that has been set, if applicable.

Technical Question Number	Technical Question	% Score
D1	<p>Please demonstrate how you will use your recent experience in dealing with previous contracts of a similar scale, scope and challenging logistical environment to manage costs and meet tight programmes on this project.</p> <p><b>Minimum Requirement</b></p> <p>That the Applicant responds to this question in a manner that evidences they have the relevant ability, skills, resource, and quality measures required to meet any Mandatory or Core Requirements of the Specification applicable to this criterion</p> <p><b>Evaluation Criteria</b></p> <p>Your response will be evaluated against your ability to demonstrate and evidence you can meet the following requirements:</p> <ul style="list-style-type: none"> <li>Any obstacles that were encountered on the projects listed in Question B1 and how they were overcome to deliver a successful outcome and how lessons learnt from these past projects will benefit the delivery of this work programme.</li> </ul> <p><b>Page Limit:</b> Maximum 2 pages A4 in Arial 12</p> <p><b>Permitted Appendices and Supplementary Information</b></p> <p>The inclusion of Appendices and Supplementary Information is not permitted.</p>	5.00%

	<b>Response:</b>	
<b>D2</b>	Please provide CV's of the 4 key individuals from your business you see as critical to the successful delivery of this project and explain why. One of the CV's must be the full time Site Manager responsible for the day-to-day coordination of the works.	<b>5.00%</b>
<p><b>Minimum Requirement</b></p> <p>That the Applicant responds to this question in a manner that evidences they have the relevant ability, skills, resource, and quality measures required to meet any Mandatory or Core Requirements of the Specification applicable to this criterion.</p> <p><b>Evaluation Criteria</b></p> <p>Your response will be evaluated against your ability to demonstrate and evidence you can meet the following requirements:</p> <ul style="list-style-type: none"> <li>• experience of works of a similar nature</li> <li>• Clear demonstration that the contractor's staff who will be planning and supervising these works have the skills, knowledge, attitude, training and experience to understand the project requirements and projects constraints.</li> </ul> <p><b>Page Limit:</b> Maximum 1 page A4 in Arial 12</p> <p><b>Permitted Appendices and Supplementary Information</b></p> <p>The inclusion of CV's (2-page A4 maximum per CV) as an appendix is permitted</p>		
<b>Response:</b>		



<b>D3</b>	<p><b>Waste Disposal</b></p> <p>Please outline your proposed the waste management processes you will adopt for the full duration of the project.</p> <p>Your response should describe how you intend to manage and operate your waste activity on the site and include a copy of a written waste management system.</p> <p>The written waste management system can be your own system or an accredited environmental management system, scheme, or standard such as ISO 14001.</p>	<b>5.00%</b>
<p><b>Minimum Requirement</b></p> <p>That the Applicant responds to this question in a manner that evidences they have the relevant ability, skills, resource, and quality measures required to meet any Mandatory or Core Requirements of the Specification applicable to this criterion.</p> <p><b>Evaluation Criteria</b></p> <p>Your response will be evaluated against your ability to demonstrate and evidence you can meet the following requirements:</p> <ul style="list-style-type: none"> <li>• Compliance with legislation in disposing of waste material;</li> <li>• how you will effectively manage and operate your waste activity on site to minimise waste and water consumption and the amount of waste to landfill.</li> </ul> <p><b>Page Limit:</b> Maximum 1 page A4 in Arial 12</p> <p><b>Permitted Appendices and Supplementary Information</b></p> <ul style="list-style-type: none"> <li>• Written waste management system</li> </ul>		
<p><b>Response:</b></p>		

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