OPI 1 - PQQ - Qualitative Capability Questionnaire

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| **Company** | Click here to enter text. |

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| **Submitted by** | Click here to enter text. |

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| **Job Title** | Click here to enter text. |

Applicable to ALL lots

The following qualitative questions are for you to demonstrate your company’s capability of delivering the services envisaged in the proposed framework, by reference to case studies of previous examples of the management of OffSite residential projects. The answers will be evaluated using LHC’s 5 point scoring matrix:

| **LHC 5 POINT SCORING MATRIX** |
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| The stated Scoring mechanism of 0 to 5 is a graduated scale dependent upon the detail and content of the response to the Question |
| **Score** | **Response Requirement** | **Elemental Breakdown** |
| **5** | Demonstrates excellent capability of managing of OffSite residential projects by reference to well-described case study/ies and provision of good reference/s. | Fully complies with the obligation to score 4 AND in addition provides innovative and creative solutions. |
| **4** | Demonstrates acceptable full capability of managing of OffSite residential projects by reference to case study/ies and provision of reference/s | Fully complies with the subject of the question. Response provides a robust answer. |
| **3** | Demonstrates acceptable capability of managing of OffSite residential projects by reference to case study/ies. | Demonstrates most of the question, but the response is not a comprehensive and does not cover all the elements/points of the requirements. |
| **2** | Demonstrates capability of managing projects but fails to highlight residential and or OffSite. | Indicates some of the elements/points of the requirements. |
| **1** | Falls short of demonstrating capability of managing projects. | Demonstrates an understanding but the response does not demonstrate in any detail how the requirements have been met. |
| **0** | No submission or irrelevant response. | No answer or response provided is irrelevant or inappropriate. |

If necessary, the qualitative scores achieved will be used to reduce the numbers of tenderers where candidates

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| **PQQ** | **Capability Question – Case study (One per region)**  |  |
|  **PLEASE NOTE: IF BIDDERS SCORE TWO OR LESS MARKS FOR THE THIS QUALITATIVE CAPABILTY SECTION OF THE PQQ (F1.1.1 or F1.1.2, DEPENDING ON WHICH QUESTION IS ANSWERED) THEN THE BIDDER’S APPLICATION WILL BE EXCLUDED FROM FURTHER EVALUATION.****Note: tenderers need to answer only F1.1.1 if they have a case study for work in the Region/Lot. If they have not worked in the lot before they should complete section F1.1.2 with a capability statement. Tenderers do not need to complete both questions.** |
|  | **REGIONAL QUESTIONS:**This section is your opportunity to demonstrate your knowledge, skills and experience in each of the Main NUTS areas that you are applying for.Bidders will be required to provide an example of services carried out in the past **three years** that demonstrate that they have the relevant experience to deliver the services outlined in the tender documentation.  Where the Bidder is a new entrant to the market and cannot provide company examples, they may provide examples of work carried out by those employed by the Bidder, to demonstrate that they have the relevant experience to deliver the services, ensuring that their submission states both the number of staff to which this experience relates together with their role and seniority within the Bidder’s organisation.To achieve optimum scores, Bidders must address all criteria to each question; and provide evidence to support the case study.**NOTE 1** –The term “Operate in” is defined as having completed or have ongoing projects relevant to the framework requirements. (Preferably Public Sector and can include work as a subcontractor).**NOTE 2** – The term “Capable of operating in” is defined as providing the same standard of supply of services including all logistical, supervision services and client liaison where relevant to the subject matter of this framework within that area, as afforded to your regular geographical areas of operation.  |  |
|  | Reponses submitted may be in a separate file per region. **Please title your response - "Company Name" "Case Study" "Lot No”,** **or you may cut and past the F1 table below into this document for each Lot applied for. If you cut and past the table please enter the lot number in the top right hand corner of the table**  |  |

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|  | **The following section should be completed for each LOT applied for.** | **LOT Number** **Enter Lot Number Here** |
| **F1.1.1** | **Provide details of an OffSite residential project that you have been involved with that refers to the minimum requirements described in the specification, and was completed within the Lot that demonstrates you "Operate in" the region. If you have not delivered a project in the area pleas complete section F1.1.2** |
|  | Detail of a project: 1. Clients Name
2. Project description
3. Location of Contract
4. Number of Properties/buildings
5. Project Duration
6. Evidence of Satisfactory Completion (Completion Certificate or Reference from Client) **OR**Evidence of an existing contract that has been running for more than one year, a letter of current satisfaction.

(Please Note: References do not need to be addressed to LHC).Word count for this section 200 Words | **Max 5 Marks** |
|  | **Please enter your response here in less than 200 words.** | **Attachments provided Filenames**  |
| **F1.1.2** | **Details how you are "Capable of Operating in" the region** |
|  | Details of your experience in carrying out OffSite housing projects in a new region or a project plan and how this will be delivered with the Regional or Lots. Word limit is 500 words with attachments. This should include 1. Details of the staff to be used,
2. Proposed locations you will operate from,
3. How you propose managing Client relationships and meetings,
4. How you would manage site visits.
5. Process for manging projects in new area.

 Word count for this section 500 Words | **Max 5 marks**  |
|  | **Please enter your response here in less than 500 words.** | **Attachments provided Filenames** |
|   | **Total Score for F1.1.1 *or* F1.1.2** | **Available 5 marks** |

**END OF SECTION**