



TENDER RESPONSE – PART D – QUALITY EVALUATION FOR WOODLAND WALK SCULPTURE WORK

Strategic Procurement

DN 707300

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Evaluation Criteria Questions to be Scored

This document sets out the questions asked as part of the Quality Evaluation of the procurement exercise. Bidders should therefore ensure that have read and fully understood the contents of the ITT and the evaluation approach taken to assess responses to these questions as set out in Section 5 of the Invitation to Tender.

The following Quality questions cover the specific services required by the Council. Answers should be concise and include examples of relevant contracts to demonstrate experience wherever possible.

Bidders must respond fully to each question and not simply refer to another answer or annexed document unless a question states that it is permissible. Where a Bidder fails to provide a response for a question(s) the Council will automatically award a score of "0" in respect of that question(s) and the Council reserves the right to reject that Bidder and not to consider that Bid further.

Bidders are encouraged to provide sufficient detail when responding to each question.

In providing responses to the questions set out in this document, **Bidders should not assume that the Council has any prior knowledge of the Bidder, its practice, reputation or its involvement in existing services, projects or procurements. In evaluating responses to these questions the Council will only consider information provided in response to these questions.**

Page Limits Per Question

Responses should not exceed the page limits indicated within each question.

The page limit is based on a single side of the size of the paper indicated for each criteria in the table below. The page limit is inclusive of text, drawings, diagrams, screen prints, flow charts or any other form of presenting a response. All text should be Arial font size 11.

Responses to each question should be completed on separate documents, clearly identified as being a response to each question. Once the response has been completed, it should be saved (preferably as a PDF document) in the naming format indicated below for that question. Please ensure when you upload your response to ProContract, that you attach your document for each of the questions below.

Question Weightings

The quality questions will be evaluated, scored and the weightings applied to each evaluation criteria question outlined in the Section 5 of the Invitation to Tender.

Criteria Number	Evaluation Criteria
D1	<p>Bidders approach to Government Buying Standards (GBS)</p> <p>BCP requires that architects' designs comply with GBS minimum mandatory standards in all instances where such GBS minimum mandatory standards exist.</p> <p>Please describe how will you ensure that your designs are always informed by and comply with relevant GBS Mandatory Standards.</p> <p>Please complete your response to this question within a separate document. Once you have finished your response, please save the document (preferably as a PDF) as 'Response to D1 - Bidder Name' and upload as part of your tender submission.</p> <p>Please ensure that you do not exceed the maximum page limit for this question of 1 A4 pages.</p>
D2	<p>Bidder's approach / sketches materials and designs</p> <p>Please provide sketches of each item from the table of works on section 3.1 of Appendix 1 – Specification, allowing 1 A4 page per item. Please name/reference number each sketch in your submission, showing dimensions, materials, any colour etc. Please allow a maximum of one additional A4 page of accompanying text for explanation and reasoning. (method of carving/manufacture should be included in item 4 (Method Statement).</p> <p>Tender response Part C – Pricing Evaluation.</p> <p>Please complete your response to this question within a separate document. Once you have finished your response, please save the document (preferably as a PDF) as 'Response to D2 - Bidder Name' and upload as part of your tender submission.</p> <p>Please ensure that you do not exceed the maximum page limit for this question of 1 page per design, one page text/ explanation, reasoning etc.</p>
D3	<p>Bidder's lead time for Design, Manufacture and Installation.</p> <p>Please indicate your lead time for design manufacture and installation, along with any special requirements for all items on Tender response Part C – Pricing Evaluation</p> <p>Please complete your response to this question within a separate document. Once you have finished your response, please save the document (preferably as a PDF) as 'Response to D3 - Bidder Name' and upload as part of your tender submission.</p> <p>Please ensure that you do not exceed the maximum page limit for this question of 2 A4 pages.</p>
D4	<p>Bidder's Method Statement, site requirements, safety barriers and H&S guidelines</p> <p>Outline your approach (method statement) on:</p> <ul style="list-style-type: none"> • How the work will be undertaken in accordance with the Specification, • Your approach to Health and Safety requirements for work on land or adjacent to a public highway including safety barriers and signage etc.

	<ul style="list-style-type: none"> How risks will be identified and managed manufacture and the delivery/installation.
	<p>Please complete your response to this question within a separate document. Once you have finished your response, please save the document (preferably as a PDF) as 'Response to D4 - Bidder Name' and upload as part of your tender submission.</p> <p>Please ensure that you do not exceed the maximum page limit for this question of 2 A4 pages.</p>
D5	<p>Bidder's approach to Environmental Management</p> <p>Indicate the environmental management measures that will be applied when performing the contract.</p>
	<p>Please complete your response to this question within a separate document. Once you have finished your response, please save the document (preferably as a PDF) as 'Response to D5 - Bidder Name' and upload as part of your tender submission.</p> <p>Please ensure that you do not exceed the maximum page limit for this question of 1 A4 pages.</p>