

Low Hall Sports Ground

TENDER FOR REFURBISHMENT WORKS OF PAVILION

Project Brief

Undertake the refurbishment works at Low Hall Sports Ground.

Address of site

Lower, South Access Rd, London E17 8AX

Information

- There is a pavilion complete with changing rooms, toilets, storage areas that are currently in use that require refurbishment
- Vehicle access for the refurbishment works is possible.
- This is a 70% price and 30% quality tender.

Criteria

- See attached 'Pricing Schedule' for criteria of works.

Information to be included with tender

- Provide details of works to be undertaken, images and details/specification of materials to be used and equipment to be installed including product specifications.
- Details of all costs to be included on the attached 'Pricing Schedule'
- Copies of current certificates of insurance confirming appropriate levels (see 'Insurance' section below)
- Provide a detailed description (Method Statement) of how you will undertake the works
- Provide Risk Assessment for the works
- Confirmation and details of warranty for the works, materials and equipment including length of warranty etc

Other information

All communications regarding this tender must be submitted via the London Tenders Pro-Contract portal <https://www.londontenders.org/>

Tender Submission

Using the 'Pricing Schedule' attached please provide details of all equipment, surfacing, installation and associated costs. Also, make sure you have attached all documentation required in project brief and any supporting documents.

The deadline for submission of designs and details of costs is mid-day on Friday 9th September 2022. Please ensure that your tender and any information is submitted via London Tenders Pro-Contract portal.

Tender Evaluation

Tenders will be evaluated on the basis of 70% price and 30% quality. The Council is not bound to accept the lowest quotation and reserves the right at its absolute discretion to accept or not accept any quotation submitted. The Council shall not be under any liability in respect of any expenses or loss that may be suffered or incurred by the consultation in the preparation of its quotation.

The overall tender assessment will be carried out using a mathematical system of combining quality scores and prices according to their relative weighting, in this case price 70, quality 30.

The first step is to give the tender with the lowest price a maximum score of 100%, the prices of the other tenders are expressed as an inverse percentage of that maximum score, as shown in the following example:

Relative Price Score

Contractor	Price	Percentage
Contractor 'A'	£10,000	100%
Contractor 'B'	£10,500	95.2%
Contractor 'C'	£12,000	83.3%
Contractor 'D'	£12,500	80.0%

The adjusted price percentages are multiplied by the weighting for price (70) and the results are shown in column 4 of the 'Price/quality weighting table' (see Appendix D).

Next, a maximum quality score of 100% is given to the tender with the highest quality score. The other scores are expressed as percentages of that score as in the following example:

Quality Score

The quality will be evaluated using the table in Appendix C.

Contractor	Points	Percentage
Contractor 'B'	150	100%
Contractor 'C'	135	90%
Contractor 'A'	100	66.7%
Contractor 'D'	115	76.7%

The adjusted quality scores are multiplied by the predetermined quality weighting of 30 to give the weighted quality score. The results are shown in column 9 of the price/quality weighting table.

The weighted price score and the weighted quality score for each tenderer are then added to give a total weighted score, shown in column 11 of the 'Price/quality weighting table' (see Appendix D)

Appendix C - Tender Assessment

Each criterion is weighted to give a total of 100% for the assessment of the tenders. Tenders will be given a score out of 5 for each criterion using the scoring system below.

Score	Criteria for awarding score
0	Completely fails to meet required standard or does not provide a proposal.
1	Proposal significantly fails to meet the standards required, contains significant shortcomings and/or is inconsistent with other proposals.
2	Proposal falls short of achieving expected standard in a number of identifiable respects.
3	Proposal meets the required standard in most material respects, but is lacking or inconsistent in others.
4	Proposal meets the required standard in all material respects.
5	Proposal meets the required standard in all material respects and exceeds some or all of the major requirements.

Scoresheet				
Service title	Low Hall Sports Ground			
Name of organisation				
Criteria	Evidence	Weight factor (%)	Score out of 5	Weight x score
Interpretation of design brief and value for money	Demonstration of understanding and interpretation of design brief. Imaginative design that is sympathetic to the site. Requirements of brief full met Added value, innovative design ideas, appropriate equipment included over and above requirements	75%		
Quality of quotation	Clear, well presented, detailed information including accurate designs, product specifications, plans, rationale, drawings, photographs etc. where necessary.	15%		

Scoresheet				
	Quality and length of warranty for works, materials and equipment			
Track record	Track record and experience of delivering works of a similar nature to the specification.	5%		
Resources	Evidence of appropriate qualifications and training of staff. Details of maintenance work costs for equipment, if applicable. Current certificates of appropriate types and levels of insurance provided	5%		
TOTAL		100%		

Appendix D Sample Price/Quality Weighting

	Price Score						Quality Score						Overall Score	
	1	2	3	4	5		6	7	8	9	10		11	12
Tenderer	Price (£)	Price Score (reciprocal of % of lowest)	Price Weighting	Weighted Price Score (2x3)	Price Ranking		Quality Score	Adjusted Quality Score (% of highest score)	Quality Weighting	Weighted Quality Score (7x8)	Quality Ranking		Total Weighted Score (4+9)	Overall Ranking
Contractor 'A'	10,000	100	70	7000	1		100	66.7	30	2001	4		9001	2
Contractor 'B'	10,500	95.2	70	6664	2		150	100	30	3000	1		9664	1
Contractor 'C'	12,000	83.3	70	5831	3		135	90.0	30	2700	2		8531	3
Contractor 'D'	12,500	80	70	5600	4		115	76.7	30	2301	3		7901	4