



Invitation to Tender for:

Weymouth 'Bus Shelter': Specialist Modular Build at Mount Pleasant Park and Ride Weymouth (TI Doc 1)

Deadline for receipt of documents:

(UK date and time)

Friday 20th September 2024 by 12:00 (noon)

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Commercial in Confidence

Please do not make any amendments to the original text of this document as it may result in disqualification from the process.

Status:	TENDER ISSUE
Version:	0
Date:	19 th August 2024

Part A - Introduction

Dorset Council (DC) wish to appoint a Main Contractor for the design, construction, delivery, installation and commissioning of 5nr modular residential units, as a 'turnkey' project, to provide accommodation for homeless individuals, following a competitive tender.

You are invited to tender for this Task. Your tender is to be submitted in accordance with all other provided as part of this tender.

TABLE 1									
Description of Supplies, Services or Works (scope)	<p>The site is:</p> <p>Mount Pleasant Park and Ride Car Park, Mercury Road, Weymouth, DT3 3FA.</p> <p>The works included within this tender are:</p> <p>The design and construction of 5nr modular residential units to provide accommodation for homeless individuals.</p> <p>The works proposed in these Tender Documents are intended to be carried out from:</p> <p>Refer to Contract Duration and Procurement Programme below.</p> <p>It is anticipated that a Contractor will be appointed in:</p> <p>Refer to Procurement Programme below.</p> <p>This project is deemed as notifiable under the CDM 2015 Regulations and the Contractor is expected to submit method statements and risk assessments for key activities.</p> <p>The Contractor will be expected to be a positive contributor to achieving the project goals.</p>								
Contract Duration	<p>Start Date: Monday 2nd December 2024</p> <p>Contract Period: 16 weeks (Inc. Bank Holidays and Christmas)</p> <p>End Date: Friday 21st March 2025</p>								
Procurement Procedure	Design & Build, Single Stage Tender.								
Procurement Programme	<p>The proposed programme for the procurement exercise is set out below. This is intended as a guide and whilst the Authority does not intend to depart from the programme it reserves the right to do so at any stage and will notify you during the process should it decide to do so.</p> <table border="1"> <thead> <tr> <th>Procedure</th> <th>Period</th> </tr> </thead> <tbody> <tr> <td>Tender Period</td> <td>Monday 19th August 2024 to 12:00 noon Friday 20th September 2024</td> </tr> <tr> <td>Deadline for receipt of tender clarifications</td> <td>Friday 6th September 2024 5pm</td> </tr> <tr> <td>Deadline for conducting site visits</td> <td>Friday 6th September 2024 5pm</td> </tr> </tbody> </table>	Procedure	Period	Tender Period	Monday 19th August 2024 to 12:00 noon Friday 20th September 2024	Deadline for receipt of tender clarifications	Friday 6th September 2024 5pm	Deadline for conducting site visits	Friday 6th September 2024 5pm
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Deadline for receipt of all tender return documents	Friday 20th September 2024 by 12:00 (noon)
Evaluation period	Monday 23rd September 2024 to Friday 11th October 2024
Moderation period	Monday 14th October 2024 to Friday 25th October 2024
Internal governance sign off period	Monday 28th October 2024 to Friday 15th November
Proposed award letter and Outcome letters	Monday 18th November 2024
Standstill period	Tuesday 19th November 2024 to Thursday 28th November 2024
Formal award letter	Friday 29th November 2024
Contract Award - Complete signed contracts	Monday 2nd December 2024
Contract start date	Monday 2nd December 2024 - <i>Off Site Works - Monday 2nd December 2024 to Friday 21st February 2025</i> - <i>On Site Works: Monday 13th January 2025 to Friday 21st March 2025</i>
Contract Completion date	Friday 21st March 2025

- 1.1 All tender documents including drawings (whether a tender is submitted or not) shall remain the property of the Authority.
- 1.2 The information contained in this Invitation to Tender (ITT) and the supporting documents and in any related written or oral communication is believed to be correct at the time of issue, but the Authority will not accept any liability for its accuracy, adequacy or completeness and no warranty is given as such. This exclusion does not extend to any fraudulent misrepresentation made by or on behalf of the Authority. This does not, however, negate your obligations to fully familiarise yourselves with the nature and extent of the requirement and obligations arising there from and indeed to form your own conclusions about the methods and resources that are needed to meet the Authority's requirements.
- 1.3 You are advised that the Authority is not bound to reimburse any expense incurred during the process. In addition, the Authority will not reimburse any expense or loss incurred by reason of this Tender process or any expense or loss incurred by if you fail to submit a Tender.

Part B - Invitation to Tender

Notes for Completion

1. The "Authority" means the public sector contracting authority, or anyone acting on behalf of the contracting authority, that is seeking to invite suitable Suppliers to participate in this procurement process.
2. "You"/ "Your" or "Supplier" means the body completing these questions **i.e. the legal entity seeking to be invited to the next stage of the procurement process and responsible for the information provided.** The "Supplier" is intended to cover any economic operator as defined by the Public Contracts Regulations 2015 and could be a registered company; charitable organisation; Voluntary Community and Social Enterprise (VCSE); Special Purpose Vehicle; or other form of entity.
3. This Invitation to Tender (ITT) has been designed to assess the suitability of a Supplier to deliver the Authority's contract requirement(s).
4. Please ensure that all questions are completed in full, and in the format requested. Failure to do so may result in your submission being disqualified. If the question does not apply to you, please state clearly "N/A".

Verification of Information Provided

5. Whilst reserving the right to clarify information at any time throughout the procurement process, the Authority may enable the Supplier to self-certify that there are no mandatory / discretionary grounds for excluding their organisation. When requesting evidence that the Supplier can meet the specified requirements (such as the questions in Award Criteria of this ITT relating to Technical and Professional Ability) the Authority may only obtain such evidence after the final tender evaluation decision i.e. from the winning Supplier only.

Tender Enquiries

6. In setting out this Invitation to Tender, the Authority has made every endeavour to provide bidders with an accurate description of the Authority's requirements. This does not, however, negate your obligations to fully familiarise yourselves with the nature and extent of the requirement and obligations arising there from and indeed to form their own conclusions about the methods and resources that are needed to meet the Authority's requirements.
7. You are strongly advised to study all tender documents and to fully familiarise yourselves with the nature and extent of the requirement and all obligations in respect thereof prior to submitting a Tender.
8. Site visits are available to tenderers upon request. Tenderers should request to carry out a site visit via the messaging function within the e-tender system. A request made outside the e-tender system will not be considered.
9. You must conduct a site visit prior to the submission of your document and no later than the date specified in Table 1 of this document (Procurement Programme).

Where sub-contractors wish to make any visits, they will only be permitted to do so when they are accompanied by a main contractor.

At least 48hrs notice is required for site visits.

10. Should any amendments to the tender documents be necessary prior to the last date for any responses to be issued by the Authority, these will be issued to tenderers via the e-tender system and will form part of the tender documents.
11. The tenderer shall be deemed to have obtained all necessary and relevant information for the completion of their Tender and to have allowed for all costs in their Tender price. No claim or variation shall be allowed by reason of any failure so to do.
12. Should you be in any doubt as to the interpretation of any aspect of the tender, you must raise a question via the messaging function within the e-tendering system prior to the submission of your document and no later than the date specified in Table 1 of this document (Procurement Programme). If your question is relevant to all suppliers then your question and the answer will be shared with all suppliers with anonymity preserved.

Tender Format

13. All tenders must be written in English and costs submitted are to be presented in Pounds Sterling, exclusive of VAT, but inclusive of all other costs where not stated in the Pricing Schedule.
14. You may be required to attend a pre-contract meeting at preferred bidder status to discuss the practical details of operating the contract. The date will be conveyed in due course if required.
15. The Authority reserves the right to clarify information following the submission of tenders at its discretion.

Tender Submission

16. Tenderers are required to submit their Tender within the e-tender system.
17. The on-line questions must be responded to by Tenderers within the e-tender system, and where requested to do so Tenderers must attach required documentation.
18. Documents returned late will be excluded.
19. Documents returned incomplete may be excluded on grounds of non-compliance.
20. The decision of the Delivery Manager on whether or not a submission is complete / compliant will be final. Documents should be readable with MS Office 2010 or Adobe. The Authority will make reasonable efforts to open your document(s) however if they cannot be opened then document(s) may be excluded.
21. Tenderers must submit a priced scheme that complies with all aspects of the stated requirements.

22. You are advised that the Authority is not bound to accept the lowest or any tender submitted. You are also advised that the Council may accept all or any part of any tender. Each item will be considered as constituting a separate offer.

Completion of Pricing Schedules

23. The Pricing Schedules break down the total cost of the requirement. These documents will comprise a list of items with an amount entered against each item. This amount is the sum due to the Contractor on completion of each item unless it is included in a group. If groups of items are required to be identified on the schedule, payment for each group becomes due when all the items in that group are completed.
24. Item descriptions are as set out in the Tender Documents.
25. In any pricing document(s) such as priced schedules, works schedules, any items left unpriced are to have the word "NIL" inserted in the pricing document. Any unpriced items will be held to have their costs included in prices for other items of work. If the tenderer wishes to insert "INCLUDED" against any item in the pricing document(s), then in the event of any re-measurement, no claims for additional payment will be considered should there be any variation in quantity of these items so designated.
26. Tenderers are not permitted to insert their own provisional sums in this tender or on any Pricing Schedules. The insertion of the tenderers provisional sums qualifies the tender.
27. Prices for items listed in the pricing schedule as Enhancement Works are to include allowances for overheads and profit and are to be fixed price lump sum tender figures to enable the Authority to consider and possibly include these in any tender award with certainty of costs.
28. The Authority is seeking lump sum tenders.

Errors in Received Tender Pricing

29. If on checking the tender, errors or anomalies are found, the tenderer will be notified in writing via the e-tender system, giving the tenderer the opportunity to correct these.
30. In the event that an arithmetic error is found in the summation of item prices in the tender the Authority will amend the tender total and inform the tenderer accordingly. This corrected price will then be taken forward into the evaluation process as described in paragraphs 53-62. The Authority reserves the right to seek clarification where required, or correct errors where identified, to ensure like for like price evaluation. The alteration of tendered rates is not permitted outside of any price clarification or correction as detailed above.

Variants

31. Variant proposals are permitted in this tender.
 - a) Tenderers are required to base their tender offer on the programme as stipulated. However, tenderers are afforded the opportunity to propose an alternative construction programme. Alternative proposals will be considered in assessing the tender offers, with consideration being given to the sufficiency and robustness of the proposal in respect of time and risk.

- b) Tenderers are required to base their tender offer on the works as specified. Tenderers are afforded the opportunity to propose alternative specifications (equal and approved) where this may provide a financial or programme benefit. These are to be set out on a separate schedule but will not be considered in the evaluation of the tenders.

Qualified Tenders

32. Qualified Tenders will not be accepted.
33. Examples of qualified tenders include the following which is not an exhaustive list:
- Tenderers inserting their own provisional or prime cost sums against items where a price has been asked for
 - Offering and tendering for a contract period which is in excess of that set by the client in the tender documents
 - Seeking to reconsider or making any proposals which change the terms and conditions of the contract as set out in the tender documents
 - Requiring the client to make advance payments for materials and equipment not fixed and not on site
 - Changing the performance bond requirements as set out in the tender documents
 - Changing the tender validity period
34. The decision of the DC Procurement Officer on whether or not a submission is qualified or not is final.

Tender Validity Period

35. Tenders must remain valid for acceptance for a period of 60 (sixty) calendar days from the tender return date.
36. If the tender is subject to the Public Contracts Regulations 2015 and there is a legal challenge to the Authority's decision to award the tender which is not resolved before the end of the tender validity period stated in the preceding paragraph, tenders must remain valid for acceptance for a period of **28 days** after the date the challenge is resolved finally whether by agreement between the parties to the challenge or following a decision by the High Court.
37. The decision of the Authority on whether any action by any person amounts to a legal challenge under the preceding paragraph shall be final.

Evaluation

38. Tenders will be evaluated on the basis of the quality and social value to determine best value.
39. The evaluation criteria split being used for this procurement process is as follows
- Quality Score 95%
 - Social Value 5%
 - Price Score 0% (Fixed price envelope)

Quality Score 95%

40. Quality will be evaluated against pre-determined criteria as detailed in the Quality Statements table below. Weightings will be applied to scores with reference to the following table:

TABLE 2 – SUMMARY OF QUALITY STATEMENTS - Scored Questions		
QUALITY STATEMENTS	Minimum Score Threshold	Weighting (%)
QS1 - Declaration of Acceptance of Completion and Handover by 17 th March 2025.	Pass	Pass/Fail
QS2 – Implementation Plan/Programme of works	3	20%
QS3 – Examples of Similar Project Experience	3	20%
QS4 – Examples of Overcoming Problems	3	20%
QS5 – Off-site & on-site methodology	3	20%
QS6 – Handover & Aftercare	3	15%
Total		95%

Social Value Score 5%

41. Social Value will be evaluated against pre-determined criteria as detailed in the Social Value Statements table below. Weightings will be applied to scores with reference to the following table:

TABLE 3 – SUMMARY OF SOCIAL VALUE STATEMENTS - Scored Questions		
SOCIAL VALUE STATEMENTS	Minimum Score Threshold	Weighting (%)
QS1 – Delivering 'Good Employer' Outcomes	3	5%
Total		5%

42. Each question will be scored with reference to the following table:

TABLE 4 – QUALITY & SOCIAL VALUE SCORING MATRIX		
SCORE	CLASSIFICATION	DEFINITION
0	Unable to evaluate (complete non-compliance with the requirements)	No response at all or insufficient response that fails to evidence and demonstrate the Tenderer's understanding of the requirements or the Tenderer's ability, expertise, skills and/or resources to deliver the requirements, and/or elements of the response gives cause for concern.

1	Unsatisfactory response (potential for some compliance with requirements but major areas of weakness)	Unsatisfactory response that fails in several significant areas to address and meet the requirements. It includes unsatisfactory detail (and, where evidence is required or necessary, no evidence submitted) within the response to demonstrate the Tenderer's understanding of the requirements and/or considerable reservations as to the Tenderer's relevant ability, expertise, skills and/or resources to deliver the requirements.
2	Basic response (one or more areas of weakness of compliance with the requirements)	Basic response which does not fully address and meet the requirements. It includes basic detail (and, where evidence is required or necessary, with insufficient evidence submitted) within the response to demonstrate the Tenderer's understanding of the requirements and/or some reservations and weakness as to the Tenderer's relevant ability, expertise, skills and/or resources to deliver the requirements.
3	Good response (substantial compliance with the requirements and no major concerns)	Good response which addresses and meets the requirements. It includes good detail (or, where evidence is required or necessary, with some relevant evidence submitted) within the response to demonstrate the Tenderer's understanding of the requirements to be able to deliver the requirements and/or minimal reservations as to the Tenderer's relevant ability, expertise, skills and/or resources to deliver the requirements.
4	Very good response (fully compliant with the requirements, good level of confidence of delivery)	Very good response which addresses and meets the requirements. It includes very good detail (and, where evidence is required or necessary, with full and relevant evidence submitted) within the response to demonstrate the Tenderer's understanding of the requirements or will be able to deliver requirements and provides a good level of confidence as to the Tenderer's relevant ability, expertise, skills and/or resources to deliver the requirements.
5	Excellent, outstanding response (fully compliant with the requirements, high level of confidence of delivery)	Excellent detailed response which fully addresses and meets the requirements. It includes excellent and extensive detail (and, where evidence is required or necessary, with full and relevant evidence submitted) within the response to demonstrate the Tenderer's understanding of the requirements and will be able to deliver requirements and provides a high level of confidence as to the Tenderer's relevant ability, expertise, skills and/or resources to deliver the requirements. Overall, an outstanding response.

43. The Council reserves the right to supplement the above definitions against individual questions to aid evaluation. Where definitions have been supplemented, this will be stated to tenderers against the questions concerned.

Response to Questions

44. Responses should not exceed the word limits indicated for each question.
45. Not used
46. Not used
47. Not used
48. Part C – Tender Evaluation Model sets out the on-line evaluation specific to the requirements in terms of:
- questions and if applicable, sections/subsections that will be evaluated
 - evaluation award criteria scoring per question
 - weightings per question and if applicable, weighting per section/sub-section
 - pass/fail criteria (if applicable)
49. All the individual questions are mandatory, therefore Tenderers are required to submit a response. Failure to complete the on-line questions will result in a 'Fail' as evaluators will not be able to fully evaluate the Tender submitted.

Minimum Evaluation Score

50. Where an evaluation question has a minimum score threshold for award, Tenderers must achieve the relevant minimum score threshold stated in respect of each and every one of the relevant questions. The Council will reject Tenders that do not meet one or more of the minimum score thresholds.

Pass/Fail Criteria

51. Where sections or questions have a criteria of Pass or Fail, it will be clearly stated as such. Such sections or questions evaluated as a 'Fail' will result in the Tender being deemed non-compliant.

Moderation of Evaluation Award Criteria Scores

52. The evaluators will independently score tender submissions. In the event that evaluators have given different scores, a moderation exercise will be led by Commercial & Procurement, as the moderator, with the evaluators to agree a consensus score in accordance with the evaluation award criteria scoring matrix (table 3).

Price Score 0%

53. Pricing will be evaluated to ensure all relevant costs are visible and comparable, including sensitivity analysis where appropriate.

54. The Tender Total from the pricing schedules will be reviewed but not scored. The Tender Total is taken as that including prices for:
- Core Works
 - The Contractors prices for preliminaries, overheads and profit and contractor design fees
55. At our discretion we may also conduct further financial checks. We also reserve the right to require suppliers to attend meetings in order to assess their tender for carrying out the contract. References may also be sought to back up your responses and used for tender clarification purposes.

Pricing Proposal from Client

56. To assist the Authority in awarding a tender as close to the available budget, the Authority will consider awarding a tender on the basis of the cost of Core Works.
57. If the tendered cost for the Core Works is within the Authority's budget, the Authority reserves the right to award a contract on the basis of this. In this instance agreement with the Preferred Bidder will be obtained ahead of the contract being awarded.
58. However in the event that the Core Works are in excess of the budget available the Client reserves the right to delete in whole or in part or otherwise reduce a number of core items to align the available works with the budget available. In this instance agreement with the Preferred Bidder will be obtained ahead of the contract being awarded.
59. In any of the above scenarios the individual rates and prices contained within the tender documentation will remain unaltered and the contractor will have no recourse to the Client for any changes to the prices contained within as a result of any changes to the scope of the works required.

Notification of Award

60. The Authority will notify acceptance to the successful supplier via the portal. The Authority will notify the unsuccessful supplier(s) in the same way. Any attempt to make contact before this will be refused.
61. The engagement of the successful supplier(s) is subject to the formal approval process of the Authority. Until all necessary approvals are obtained; no contract will be entered into.

Terms and Conditions

62. The terms and conditions used for this tender are as follows:
63. JCT Design & Build Contract 2024 published by the Joint Contracts Tribunal Ltd. with current amendments and additions.

Sub-Contracting Arrangements

64. Where the Supplier proposes to use one or more sub-contractors to deliver some or all of the contract requirements, a separate Appendix should be used to provide details of the proposed bidding model that includes members of the supply chain, the percentage of

work being delivered by each sub-contractor and the key contract deliverables each sub-contractor will be responsible for.

65. The Authority recognises that arrangements in relation to sub-contracting may be subject to future change and may not be finalised until a later date. However, Suppliers should be aware that where information provided to the Authority indicates that sub-contractors are to play a significant role in delivering key contract requirements, any changes to those sub-contracting arrangements may affect the ability of the Supplier to proceed with the procurement process or to provide the supplies and / or services required. Suppliers should therefore notify the Authority immediately of any change in the proposed sub-contractor arrangements. The Authority reserves the right to deselect the Supplier prior to any award of contract, based on an assessment of the updated information.

Consortia Arrangements

66. If the Supplier completing this ITT is doing so as part of a proposed consortium, the following information must be provided;
- names of all consortium members;
 - the lead member of the consortium who will be contractually responsible for delivery of the contract (if a separate legal entity is not being created); and if the consortium is not proposing to form a legal entity, full details of proposed arrangements within a separate Appendix.
67. Please note that the Authority may require the consortium to assume a specific legal form if awarded the contract, to the extent that a specific legal form is deemed by the Authority as being necessary for the satisfactory performance of the contract.
68. All members of the consortium will be required to provide the information required in all sections of the ITT as part of a single composite response to the Authority i.e. each member of the consortium is required to complete the form.
69. Where you are proposing to create a separate legal entity, such as a Special Purpose Vehicle (SPV), you should provide details of the actual or proposed percentage shareholding of the constituent members within the new legal entity in a separate Appendix.
70. The Authority recognises that arrangements in relation to a consortium bid may be subject to future change. Suppliers should therefore respond on the basis of the arrangements as currently envisaged. Suppliers are reminded that the Authority must be immediately notified of any changes, or proposed changes, in relation to the bidding model so that a further assessment can be carried out by applying the selection criteria to the new information provided. The Authority reserves the right to deselect the Supplier prior to any award of contract, based on an assessment of the updated information.

Confidentiality

71. When providing details of contracts in responding to the Quality Statements of this ITT (Technical and Professional Ability), the Supplier agrees to waive any contractual or other confidentiality rights and obligations associated with these contracts.
72. The Authority reserves the right to contact the named customer contact in Quality Statements regarding the contracts included in Quality Statements. The named customer

contact does not owe the Authority any duty of care or have any legal liability, except for any deceitful or maliciously false statements of fact.

73. The Authority confirms that it will keep confidential and will not disclose to any third parties any information obtained from a named customer contact, other than to the Crown Commercial Service and / or contracting authorities defined by the Public Contracts Regulations.
74. Any information relating to the Authority and supplied by the Authority or otherwise acquired by you in connection with this ITT shall be kept by you in strictest confidence and on trust not to disclose it to any person except that such information may be disclosed so far as is necessary for the purpose of obtaining information and quotations i.e., Bonds / Guarantee's (where necessary) for the preparation and submission of this tender.
75. The Freedom of Information Act ("FOIA") applies and information provided in connection with a procurement exercise, or with any tender or contract, may have to be disclosed by the Authority in response to such a request. A supplier may decide to designate information supplied as part of a response as confidential or commercially sensitive or a trade secret and not for disclosure, however, any such designation must be clear as to the information affected and the reason for its designation. Different criteria on disclosure apply before and after a contract is completed, however, where there is any conflict between the designation and the Authority's statutory obligations or official guidance the Authority's decision on disclosure, having considered all the relevant facts and circumstances, will be final.

Statutory Selection Stage Process – Open Procedure

76. **Standard Selection Questionnaire (SQ)**
- 76.1 Supplier selection is a key stage in public procurement, where contracting authorities must gather information on, and make assessments of, potential suppliers' technical and professional abilities, economic and financial standing and whether any of the exclusion grounds set out in the Regulations apply.
- 76.2 The standard selection questions ask Tenderer's to self-declare their status against the exclusion grounds and provide preliminary evidence of their suitability to pursue a professional activity, economic and financial standing, and technical and professional ability.
- 76.3 The standard selection questions are structured in 3 parts:
- Part 1 – covers basic information about the Tenderer, such as the contact details, professional body memberships, details of parent companies, group bidding, and so on.
 - Part 2 – constitutes self-declarations of whether (or not) any of the exclusion grounds apply.
 - Part 3 – asks for evidence and self-declarations of economic and financial standing and self-declarations relating to technical and professional ability.
- 76.4 SQ Part 1 and SQ Part 2 self-declarations on exclusion grounds are built into the e-tender system by Proactis (the Council's e-tender system ProContract provider). This provides means for the SQ Part 1 and Part 2 to be portable across the e-tender system and the questions are mandatory to be applied by all contracting authorities.

76.5 SQ Part 3 is built into the e-tender system by the contracting authority as the set questions may be adopted or not by the contracting authority, depending on the procurement concerned.

76.6 Tenderers are required to complete all 3 parts of the SQ.

77. **Financial Evaluation**

77.1 The extent of the Financial Evaluation will depend on the value and strategic importance of the contract, whether a Public Contract or individual Call-Off Contracts from a Framework Agreement. The objectives of undertaking Tenderer's financial assessment as part of a procurement exercise are to:

- Assess the risk to public sector business and/or public money which would result if a Tenderer bidding for a contract were to go out of business, or have inadequate financial resources to perform the contract; and
- When justified, eliminate from the procurement any Tenderer whose current financial capacity would pose an unacceptable risk to business and/or public money.

77.2 Financial evaluation will be a combination of both financial and non-financial factors and will consider:

- Applicant Acceptability - status of a Tenderer in relation to the requirements of Regulation 57 and 58 of the Public Contracts Regulations 2015.

78. **Economic and Financial Standing**

78.1 A Tender will be deemed to be a higher risk if the Tenderer appears to be an unrealistic candidate where the contract value represents a disproportionate volume of the Tenderer's business considering the nature, timescales, value and risk of the contract.

78.2 In performing the economic and financial standing assessment the Council will consider, but not be limited to considering, turnover, profitability, cash flow, solvency, strength of balance sheet and asset cover level. To support this assessment the Council may seek reference to other independent reports and information such as credit reference agency reports. The Council reserves the right to take up any references supplied.

78.3 Other publicly available information about the Tenderer, such as (but not limited to) information available from a credit checking site or agency, Companies House and/or media outlets, may also be used by the Council as part of its verification of bidders self-certified scores or alternative evidence.

78.4 The methods and criteria against which bidders will be assessed by the Council to determine whether they possess the necessary level of economic and financial standing to perform the contract are set out below.

The following financial ratio analysis, assessing liquidity, debt and profitability will be conducted using the last 2 year's accounts where possible.

Current Assets / Current Liabilities > 1

Cash / Current Liabilities > 0.5

Total Debt / Total Assets < 0.4

Total Debt / Total Equity < 0.2

Gross Profit / Sales > 0%

Net Profit / Sales > 0%

- 78.5 Following completion of the above-mentioned financial ratio analysis if a Tenderer receives a:
- PASS on all ratios, the Tenderer will receive a PASS for the financial evaluation.
 - FAIL on one ratio, the Tenderer will receive a PASS for the financial evaluation.
 - FAIL on two or three ratios, then the Council will undertake a further economic and financial standing risk assessment, using an independent report from a credit reference agency (Creditsafe).
 - If the Risk Score for the Tenderers organisation from this report is 30 or more then the Tenderer will receive a PASS for the financial evaluation, however, the annual contract amount will be limited to the amount stated on this report.
 - If the Tenderer has a Risk Score of less than 30 then the Tenderer will FAIL the financial evaluation and be excluded from the procurement, unless the Tenderer provides a guarantor whose level of financial risk is acceptable.
 - FAIL on four or more ratios the Tenderer will FAIL, the financial evaluation and will be excluded from the procurement process unless the Tenderer can provide a guarantor whose level of financial risk is acceptable.
- 78.6 The above financial assessments will be repeated on any guarantor nominated under this financial evaluation. Therefore, the guarantor will only be acceptable if either it would have passed all the ratios itself or if it failed on two or three ratios only, would have passed the credit rating with a Risk Score of 30 or more, the annual contract amount will be limited to the amount stated on this report. A guarantor who fails on four or more ratios will not be an acceptable guarantor under the financial evaluation.
- 78.7 If the Tenderer cannot provide a guarantor whose level of financial risk is acceptable or cannot provide a guarantor where required to do so, the Tenderer will FAIL the financial evaluation and be excluded from the procurement process.
- 78.8 The Council reserves the right to take up any references supplied and to send post-tender clarification questions to the Tenderers in respect of any information provided by and/or publicly available information.
- 78.9 Failure by the Tenderers to provide information requested and/or respond to any clarification questions from the Council by the deadlines given may result in exclusion from this procurement.
- 78.10 Following any verifications and / or clarification responses, if the Council concludes that the Tenderer does not meet the necessary economic and financial standing to perform the contract, the Council reserves the right to award the contract to the next highest ranked compliant Tenderer who has passed the financial evaluation.
- 78.11 It is emphasised that financial standing is only a part of the overall selection criteria.

Part C - Tender Evaluation Model

No.	Quality Statements – Scored Questions	Weighting
QS1	Declaration of Acceptance of Completion and Handover by 21st March 2025.	Pass/Fail
	<p>Question: This project is to be completed by 21st March 2025. Completion/Handover means units are ready for occupation. The tenderer is required to sign a declaration that the project will be complete, and the units will be ready for occupation by 21st March 2025.</p> <p>Description: Tenderers must select the following statement to submit their tender. This is the mandatory acceptance of the conditions contained within this tender. Any tender submitted without this statement will be deemed as non-compliant and shall be rejected and as such will not be evaluated in terms of Quality and Social Value criteria.</p> <p>Response: This Declaration of Acceptance of Council for completion of and handover of Specialist Modular Builds at Mount Pleasant Park and Ride Weymouth, forms an electronic signature of acceptance on behalf of your organisation.</p> <p>Statement: I declare the completion and handover of Specialist Modular Builds at Mount Pleasant Park and Ride Weymouth commissioned by Dorset Council and which are covered by the Tender will be completed by 21st March 2025.</p>	
QS2	Implementation Plan/Programme of works	20%
	<p>Question: Submit (Upload) an Implementation Plan/Programme of works which outlines the steps that will be needed to achieve the completion date and handover by 21st March 2025.</p> <p>Description: The Implementation Plan/Programme of works should include, but is not limited to, the following:</p> <ul style="list-style-type: none"> • Procurement lead-in times refers to the time the contractor will need to gear up the factory and workforce to begin work on the contract. • The manufacture of units covers the length of time needed to make the units and have them ready for delivery. • Any preparation of site that needs carrying out, including all groundworks and services. • Arrangements for delivery of units to site and fitting them out on the site. • Site fit-out of units. • Erection of Fencing. • Laying of accessible paths and ramps. 	

	<p>The site will need completing and be ready for occupation including all accessible elements by 21st March 2025.</p> <p>The attachment is required to be in an accessible format e.g. pdf, Microsoft word, or Microsoft excel.</p> <p>The word count for the attachment must not exceed 1000 words, inclusive of pictures and diagrams. Any additional wording will not be considered as part of the evaluation.</p>	
	<p>This is a Minimum Evaluation Score question. Tenderers must achieve the relevant minimum score threshold for this question, which for this question is a score of 3. The Council shall reject Tenders that do not meet the minimum score threshold for this question.</p> <p>In order to meet the minimum score tenders must provide evidence that:</p> <ul style="list-style-type: none"> • The tenderer must prove an understanding of what is required to install these units following the specification documentation. • The supplier will be able to visit the site. • Due to constraints of the site a visit to the site will be preferred, but is not essential, in order to understand the preparation of the site and installation of the units. This can be arranged by contacting one of the Project Manager John Butcher on 01305 225285 who will keep a record of your visit to the site and will make arrangements for your visit with the team at the Bus Shelter. • If you do attend the site then you should state this in your response. • This site visit can only be arranged whilst this contract is out to tender. 	
QS3	Examples of Similar Project Experience	20%
	<p>Question: Provide up to 3 examples of similar projects that your organisation has completed within the last 5 years.</p> <p>In your answer include one example of the design and specification of a unit you have provided within the last 3 years and which is relevant to this exercise. Include the following key issues:-</p> <ul style="list-style-type: none"> • weathering of the units. • Insulation of the units • mobility of the units <p>Also include in your answer information on recognition/awards for quality of workmanship.</p> <p>Description: The response should include, but is not limited to, the following:</p> <ul style="list-style-type: none"> • Provide a maximum of 3 examples of previous similar projects. <p>Within each example the response should include, but is not limited to, the following:</p> <ul style="list-style-type: none"> • Date of project • Location of project • Client/end-user recommendations. 	

- How project problems were resolved and relationships with the client assisted in a successful outcome.
- How value engineering provided a positive result at any stage of the design or installation of the buildings.

Also include in your answer information on recognition/awards for quality of workmanship. These could include the Build Offsite Property Assurance Scheme (BOPAS) or other similar accreditation schemes. In addition the Council is prepared to consider tenderers who can evidence they meet the standards contained within these assurance schemes even if they are not in receipt of the accreditation.

Include an example where design considerations have been taken into account

The word count for the response must not exceed 1000 words, inclusive of pictures and diagrams. Any additional wording will not be considered as part of the evaluation.

This is a Minimum Evaluation Score question. Tenderers must achieve the relevant minimum score threshold for this question, which for this question is a score of **3**. **The Council shall reject Tenders that do not meet the minimum score threshold for this question.** In order to meet the minimum scores tenderers must provide evidence that:

- How many contracts similar to this one have you delivered in the last 5 years?
- Provide a maximum of 3 examples similar to this project.
- Obstacles are always part of projects such as this one. We need to know what you did to resolve them.
- Provide information about a previous contract where design of the unit was an issue including issues previously described.
- Also include in your answer information on recognition/awards for quality of workmanship or similar

QS4	Examples of Overcoming Problems	20%
	<p>Question: Demonstrate how in similar recent projects you have overcome problems from outside your organisation. Provide a minimum of one example where sub-contractor/supply chain issues have arisen in the past and how you have resolved them.</p> <p>Description: The response should include, but is not limited to, the following:</p> <ul style="list-style-type: none"> • Minimum of one example • The robustness of your supply chain. • Length of time you have had this relationship with these companies. • Contingency arrangements that are in place if these companies are unable to deliver. 	

	<p>This is a Minimum Evaluation Score question. Tenderers must achieve the relevant minimum score threshold for this question, which for this question is a score of 3. The Council shall reject Tenders that do not meet the minimum score threshold for this question.</p> <p>In order to meet the minimum scores tenderers must provide evidence that:</p> <ul style="list-style-type: none"> • Minimum of one example • The robustness of your supply chain • How long you have had a relationship with these companies • Contingency arrangements in place if companies are unable to deliver. • There are effective systems in place when issues arise with companies external to your own organisation and how you have resolved them. <p>The word count for the response must not exceed 1000 words, inclusive of pictures and diagrams. Any additional wording will not be considered as part of the evaluation.</p>	
QS5	Off-site & on-site methodology	20%
	<p>Question: Provide details for managing this proposed project's on and off-site activities, including evidence on how this was achieved on similar recent projects. This response must provide information about the personnel who will be managing the project.</p> <p>Description: The response should include, but is not limited to, the following:</p> <ul style="list-style-type: none"> • Highlight the measures you will take to achieve quality workmanship throughout the project. • Tell us how you will meet the required standards in outlined in the specification. • Upload your company's current Health & Safety plan in providing a safe and secure environment for all employees on site throughout the project. • Provide details of the members of your management team . We will request details of CVs from the successful tenderer. • You must provide information about the following people_: <ul style="list-style-type: none"> ○ Pre-contract manager ○ Design manager ○ Procurement manager ○ On-site manager • Due to the nature of the residents on this site your replies must take account of adult safeguarding issues. <p>The word count for the response must not exceed 1000 words, inclusive of pictures and diagrams. Any additional wording will not be considered as part of the evaluation.</p>	

	<p>This is a Minimum Evaluation Score question. Tenderers must achieve the relevant minimum score threshold for this question, which for this question is a score of 3. The Council shall reject Tenders that do not meet the minimum score threshold for this question.</p> <p>In order to meet the minimum scores tenderers must provide evidence that:</p> <ul style="list-style-type: none"> • Health and Safety plan should include safety for employees in the factory and on site. • Detail will be needed of how you will meet the requirements of the specification. 	
QS6	Handover & Aftercare	15%
	<p>Question: Provide information about your handover and also your aftercare service. Provide any standard documentation that you have in relation to these processes.</p> <p>Description: The response should include, but is not limited to, the following:</p> <ul style="list-style-type: none"> • Proposals for your response in the event of problems or defects occurring to the new building during the defects period, and evidence of how this was achieved on recent similar projects. • Information about how you will deal with latent defects. • Detailed timelines for urgent and non-urgent problems. <p>This is a Minimum Evaluation Score question. Tenderers must achieve the relevant minimum score threshold for this question, which for this question is a score of 3. The Council shall reject Tenders that do not meet the minimum score threshold for this question.</p> <p>In order to meet the minimum scores tenderers must provide evidence that your organisation has:</p> <ul style="list-style-type: none"> • set timescales for dealing with defects. • evidence to show that these deadlines are met. <p>The word count for the response must not exceed 750 words, inclusive of pictures and diagrams. Any additional wording will not be considered as part of the evaluation.</p>	
	Sum of weightings for Quality questions referenced QS1 to QS6	95%

No.	Social Value Statements – Scored Questions	Weighting
QS1	Delivering 'Good Employer' Outcomes	5%
	Question:	

	<p>Submit (upload) details on how your organisation proposes to support the Council in delivering the following “Good Employer” outcome(s) in respect of this contract. Include, but not limited to, a detailed response in respect of the outputs listed.</p> <p>Outcomes: <i>Staff development – your organisation will need to evidence how it will support staff development and welfare.</i></p> <p>Outputs:</p> <ul style="list-style-type: none"> - How much does your organisation spend on training per employee? - Does your organisation record and report on employee diversity? - Any other measures that you use in relation to staff development and welfare. <p>The word count for the response must not exceed 500 words, inclusive of pictures and diagrams. Any additional wording will not be considered as part of the evaluation.</p>	
	<p>This is a Minimum Evaluation Score question. Tenderers must achieve the relevant minimum score threshold for this question, which for this question is a score of 3. The Council shall reject Tenders that do not meet the minimum score threshold for this question.</p> <p>In order to meet the minimum scores tenderers must provide evidence that:</p> <ul style="list-style-type: none"> • Consideration has been given to each of the outputs: <ul style="list-style-type: none"> - How much does your organisation spend on training per employee? - Does your organisation record and report on employee diversity? - Any other measure that your organisation uses. 	
	<p>Sum of weightings for Social Value questions</p>	<p>5%</p>

No.	Price – Acceptance of budget and Financial breakdown	Weighting
QS1	Declaration Statement	Pass/Fail
	<p>Question: The tenderer is required to agree to a declaration of acceptance of the set budget of £450,000.</p> <p>STATEMENT: I declare the acceptance of the set budget of £450,000 to complete and handover the 5 Specialist Modular Builds at Mount Pleasant Park and Ride Weymouth commissioned by Dorset Council.</p>	
	<p>Sum of weightings for price questions</p>	<p>0%</p>