

TORBAY COUNCIL

Part 6 Award Questionnaire

Contract Reference

TTDA0623

Contract Title

**Replacement Fire Doors Watcombe
Primary School**

Maximum Period of Contract

6 Weeks

Return Date

Wednesday 03rd May 2023

Return Time

12:00 Noon

Return To

www.supplyingthesouthwest.org.uk

Applicant Name

Contents

Contact Details	3
Stage Two – Award	4
Section A. For Information Only	4
Section B. Method Statements.....	6
Section C. Technical Questions	9

Contact Details

Applicants are required to provide details of the organisation contact to whom the outcome letter should be addressed.

If this section is not completed the letter will be addressed to the contact named when the Framework was set up or, where the Authority did not set up the Framework, to the portal contact for this further competition.

Contact Name:	
Name of Organisation:	
Role in Organisation:	
Phone Number:	
Email Address:	
Signature (electronic is acceptable):	
Date	

Stage Two – Award

Section A. 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
1	<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>Please Note: 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 B. 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 and associated appendices.

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
1	<p>Scheme Delivery</p> <p>Applicants must explain how they will deliver this scheme, with references drawn from the Part 2 Specification and the work elements involved, broken down to demonstrate a holistic approach to the project.</p> <p>Minimum Requirement</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>Evaluation Criteria</p> <p>Your response will be evaluated against your ability to demonstrate and evidence:</p> <ul style="list-style-type: none"> • previous schemes, which must include those listed in Section A, Question 1 • the obstacles that were encountered on the projects listed in Section A, Question 1 and how they were overcome to deliver a successful outcome; and • how the cost savings proposed in the Cost Reduction Schedule of Part 8 Pricing will be achieved. <p>Page / Word Limit: Maximum 3 pages A4 in Arial 12</p>	10.00%

	<p>Permitted Appendices and Supplementary Information</p> <p>You may only provide sketches or photos as appendices in support of your response, for example, for the benefit of illustrating intended phases or highlighting previous schemes.</p>	
<p>Response:</p>		

<p>2</p>	<p>Programme</p> <p>The Applicant is required to provide an achievable programme, with supporting text as required, to demonstrate their ability to deliver the scheme. Reference should be made to the documentation supplied and the various disciplines involved.</p> <p>The programme should include, but not be limited to:</p> <ul style="list-style-type: none"> • site set up details; • phasing of the works; • a traffic management plan; and • a logistics plan. <p>Minimum Requirement</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>Evaluation Criteria</p> <p>Your response will be evaluated against your ability to demonstrate and evidence:</p> <ul style="list-style-type: none"> • previous schemes, which must include those listed in Section A, Question 1 • the obstacles that were encountered on the projects listed in Section A, Question 1 and how they were overcome to deliver a successful outcome; and • how the cost savings proposed in the Cost Reduction Schedule of Part 8 Pricing will be achieved. <p>Page / Word Limit: Maximum 4 pages A4 in Arial 12</p>	<p>10.00%</p>
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Permitted Appendices and Supplementary Information

You may provide the following in support of your response:

- A draft Construction Phase Programme for the works consisting of:
 - A summary programme (maximum 1 page A3);
and
 - A detailed programme (maximum 3 pages A3).

Response:

Section C. 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 and associated appendices.

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
1	<p>Organisation</p> <p>The Applicant is required to provide details of those staff who will be involved in the scheme.</p> <p>Minimum Requirement</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>Evaluation Criteria</p> <p>Your response will be evaluated against your ability to demonstrate and evidence the suitability of the staff proposed based on:</p> <ul style="list-style-type: none"> • Detail previous experience in delivering fire door projects in line with a specification and framework scope, especially those undertaken in an educational setting (educational setting is not essential, any construction sector will be sufficient). <p>Page / Word Limit: Maximum 4 pages A4 in Arial 12</p> <p>Permitted Appendices and Supplementary Information</p> <p>You may provide the following in support of your response:</p> <ul style="list-style-type: none"> • A structure chart (maximum 1 page A4); and 	10.00%

	<ul style="list-style-type: none"> CVs for key personnel to deliver the project (maximum 1 page A4 per person). 	
Response:		

2	<p>Quality</p> <p>The Applicant is required to demonstrate how quality will be achieved and maintained during the scheme.</p> <p>Minimum Requirement</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>Evaluation Criteria</p> <p>Your response will be evaluated against your ability to demonstrate and evidence your approach to:</p> <ul style="list-style-type: none"> Demonstrate how the quality check will be undertaken to ensure all newly installed doors will meet current Fire Door Regulation standards and comply with all current building regulations; and How will a newly installed, non-compliant fire doors be managed, should this issue ever occur. <p>Page / Word Limit: Maximum 4 pages A4 in Arial 12</p> <p>Permitted Appendices and Supplementary Information</p> <p>The inclusion of Appendices and Supplementary Information is not permitted.</p>	10.00%
Response:		

3	<p>Managing other services</p> <p>The applicant is required to demonstrate how they will manage and co-ordinate with the school's summer holiday classes and provide evidence of how the children, staff, and members of</p>	10.00%
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the public will be kept safe whilst the works progress throughout the school.

Minimum Requirement

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.

Evaluation Criteria

Your response will be evaluated against your ability to demonstrate and evidence:

- previous schemes, which must include those listed in Section A, Question 1; and
- the obstacles that were encountered on the projects listed in Section A, Question 1 and how they were overcome to deliver a successful outcome.

Page / Word Limit: Maximum 4 pages A4 in Arial 12

Permitted Appendices and Supplementary Information

You may only provide supporting drawings as appendices in support of your response

Response: