

Part 4 Award Questionnaire

Contract Reference

TTDA3720

Contract Title

**Servicing of Mechanical Plant and
Equipment**

Maximum Period of Contract

2 + 1 Years

Return Date

Tuesday 15 December 2020

Return Time

12:00 Noon

Return To

www.supplyingthesouthwest.org.uk

Applicant Name

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Stage Two – Award

Section A. Pass / Fail Criteria

The questions within this section shall be assessed on the basis of Pass or Fail. In order to achieve a Pass Applicants must demonstrate that their proposals meet the Minimum Requirement for each question.

Question Number	Questions	
1	<p>Brexit Preparations</p> <p>The Applicant is to demonstrate how they will ensure continuity of supply and control and communication within their supply chain and guard against their supply chain breaking down or materials and products required for the delivery of this Contract becoming unavailable or limited in stock.</p> <p>Minimum Requirement: the Applicant evidences that they have put in place adequate systems and processes to ensure continuity of service delivery from the end of the Brexit transition period.</p> <p>Word Limit: 1 page A4 font 12</p>	
<p>Response:</p>		
2	<p>Applicants are to confirm that they will comply with all the requirements of Part 2A Technical Specification.</p> <p>Minimum Requirement: the Applicant is to respond Yes</p>	<p>Yes / No</p>
<p>Comments:</p>		
3	<p>Applicants are to confirm they will attend appropriate training and provide reports through the Council's Asset Management System provided by The Technology Forge, where required.</p> <p>Minimum Requirement: the Applicant is to respond Yes</p>	<p>Yes / No</p>
<p>Comments:</p>		

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 Overview and Part 2A Technical Specification.

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>Running the Contract</p> <p>Please describe how you are going to operate this Contract to ensure that it is run efficiently and effectively, which will result in meeting the required outcomes.</p> <p>Topics to specifically include:</p> <ul style="list-style-type: none"> • Approach to the mobilisation of this Contract; • What help and support you require during Contract Mobilisation; • Working in partnership with the Property Services Team throughout the life of the Contract. <p>Word Limit: 750 words Arial font 12</p>	10.00%
Response:		
2	<p>Administration and Reporting</p> <p>Please describe how you are going to meet the administration requirements set out in Part 2 Specification Overview and Part 2A Technical Specification.</p> <p>Please specifically include:</p>	10.00%

	<ul style="list-style-type: none"> • Details of Management Information you will provide covering your service provision, including the format in which this will be made available to the Council and how frequently; and • How you propose to interface the Council's Technology Forge system into your processes. <p>Word Limit: 750 words Arial font 12</p>	
Response:		
3	<p>Social Value, Sustainability, Environmental Considerations</p> <p>Please set out your organisation's proposals to comply with the Council's ambitions in relation to section 1.21 of Part 2 Specification Contract Overview.</p> <p>Word Limit: 750 words Arial font 12</p>	10.00%
Response:		

