

**Appendix B**

**Tender Quality Questions**

**Response Document**

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| **Question No.** | **Weighting** | **Question** |
| Q1a | 20 % | **Project Proposal**  Provide your experience of successfully delivering similar projects.  **Response**: limited to a maximum of two sides of A4 paper per question in Arial 12 point font. |
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| **Question No.** | **Weighting** | **Question** |
| Q1b | 20 % | **Project proposal**  Provide an outline of what could realistically be delivered, programmed and achieved; and the likely calibre of work/artists.  **Response**: limited to a maximum of two sides of A4 paper per question in Arial 12 point font. |
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| **Question No.** | **Weighting** | **Question** |
| Q2a | 10 % | **Supporting wider Corporate Themes linked to the Council’s emerging Corporate Plan, 2022-2024**  We will be looking for evidence on how proposals will:  Support additional visits and increases footfall to the town centre contributing towards associated spend, economic impact, working with local employers and partnering with businesses (Targeted Growth)  **Response**: limited to a maximum of two sides of A4 paper per question in Arial 12 point font. |
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| **Question No.** | **Weighting** | **Question** |
| Q2b | 10 % | **Supporting wider Corporate Themes linked to the Council’s emerging Corporate Plan, 2022-2024**  Increase positive engagement with our community, promoting equality and diversity in terms of creative content, participation and access, as well as raising the profile of the borough, increasing civic pride, community cohesion and well-being (Caring Ashford).  **Response**: limited to a maximum of two sides of A4 paper per question in Arial 12 point font. |
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| **Question No.** | **Weighting** | **Question** |
| Q3a | 15 % | **Resources and Budget**  A suggested outline timetable for the **planning, delivery and evaluation** of the project that should consider lead in times for all the project tasks to include all planning and health and safety actions, logistics, marketing, stewarding, staffing, employment of sub- contractors (if appropriate) showing consideration for the everyday core use of the sites likely to be used and their constraints. Understanding event processes such as application to the Safety Advisory Group and liaison with key departments as appropriate inc. Licensing, Town Centre Forums and Land owners / property management companies.  Please provide **CV summaries of the suggested Project Team** **and its structure**. Please also provide **details of projects** demonstrating a track record of undertaking projects of a similar scale and complexity by members of the project team.  **Response**: limited to a maximum of two sides of A4 paper per question in Arial 12 point font. |
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| **Question No.** | **Weighting** | **Question** |
| Q3b | 10 % | **Resources and Budget**  An outline financial budget, including a breakdown of staff time, how any potential additional funds might be apportioned and any indication of likely sponsorship, additional grants or added value in kind income and how that will be applied for or managed.  **Response**: limited to a maximum of two sides of A4 paper per question in Arial 12 point font. |
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| **Question No.** | **Weighting** | **Question** |
| Q3c | 5 % | **Resources and Budget**  A statement on how post project evaluation will be managed, including outcomes and outputs to measure and understand the success of the project.  **Response**: limited to a maximum of two sides of A4 paper per question in Arial 12 point font. |
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