



TENDER RESPONSE - PART D - QUALITY EVALUATION FOR RESIDUAL WASTE DISPOSAL FROM CHRISTCHURCH HOUSEHOLD RECYCLING CENTRE (HWRC)

Strategic Procurement

DN731993

Author: Strategic Procurement

Version: v1.00

Date: 16/07/2024

Evaluation Criteria Questions to be Scored

This document sets out the questions asked as part of the Quality Evaluation of the procurement exercise. Bidders should therefore ensure that have read and fully understood the contents of the ITT and the evaluation approach taken to assess responses to these questions as set out in Section 5 of the Invitation to Tender.

The following Quality questions cover the specific services required by the Council. Answers should be concise and include examples of relevant contracts to demonstrate experience wherever possible.

Bidders must respond fully to each question and not simply refer to another answer or annexed document unless a question states that it is permissible. Where a Bidder fails to provide a response for a question(s) the Council will automatically award a score of "0" in respect of that question(s) and the Council reserves the right to reject that Bidder and not to consider that Bid further.

Bidders are encouraged to provide sufficient detail when responding to each question.

In providing responses to the questions set out in this document, **Bidders should not assume that the Council has any prior knowledge of the Bidder, its practice, reputation or its involvement in existing services, projects or procurements. In evaluating responses to these questions, the Council will only consider information provided in response to these questions.**

Page Limits Per Question

Responses should not exceed the page limits indicated within each question.

The page limit is based on a single side of the size of the paper indicated for each criteria in the table below. The page limit is inclusive of text, drawings, diagrams, screen prints, flow charts or any other form of presenting a response. All text should be Arial font size 11.

Responses to each question should be completed on separate documents, clearly identified as being a response to each question. Once the response has been completed, it should be saved (preferably as a PDF document) in the naming format indicated below for that question. Please ensure when you upload your response to ProContract, that you attach your document for each of the questions below.

Question Weightings

The quality questions will be evaluated, scored and the weightings applied to each evaluation criteria question outlined in the Section 5 of the Invitation to Tender.

Criteria Number	Evaluation Criteria
D1	<p>Bidder's Approach to Service Delivery</p> <p>Describe how you will operate the Residual Waste Disposal contract, ensuring compliance with the requirements in Appendix 1 - Specification, including the final destination for the waste.</p> <p>Your response must include the following, as a minimum:</p> <ul style="list-style-type: none"> • Methods to ensure timely receipt and processing of loads at disposal sites, including managing appropriate waiting times. • Method for invoicing and supplying supporting documentation to BCP Council. • Approach to sustainability, with specific benefits to the BCP area such as: <ul style="list-style-type: none"> ○ Reducing your carbon footprint and the corresponding reduction in the BCP area. ○ Using alternative fuels such as electric, gas, or cooking oil. ○ Locating a depot/treatment/disposal point near a BCP Council recycling centre. ○ Implementing alternative waste operation methods. ○ Employing and providing ongoing training for local staff. <hr/> <p>Please complete your response to this question within a separate document. Once you have finished your response, please save the document (preferably as a PDF) as 'Response to D1 - Bidder Name' and upload as part of your tender submission.</p> <p>Please ensure that you do not exceed the maximum page limit for this question of 3 A4 pages.</p>
D2	<p>Bidder's Demonstrable Experience and Expertise</p> <p>Describe your experience in managing a similar Residual Waste Disposal contract.</p> <p>Your response must include the following, as a minimum:</p> <ul style="list-style-type: none"> • Length of time the service/contract was carried out. • Annual value of the service/contract. • How you managed the operations. • Any other relevant information. • Approach to resourcing, including: <ul style="list-style-type: none"> ○ Relevant members of staff involved in this contract. ○ Details of the experience of the contract manager.

	<p>Please complete your response to this question within a separate document. Once you have finished your response, please save the document (preferably as a PDF) as 'Response to D2 - Bidder Name' and upload as part of your tender submission.</p> <p>Please ensure that you do not exceed the maximum page limit for this question of 2 A4 pages.</p>
D3	<p>Bidder's Approach to Continuity of Service</p> <p>Describe your contingency plan to ensure an uninterrupted disposal service in the event that the primary depot or facility for residual waste transfer is unavailable.</p> <p>Your response must include the following, as a minimum:</p> <ul style="list-style-type: none"> • Alternative disposal points or facilities. • Procedures for redirecting waste to contingency locations. • Communication plan to inform relevant parties. • Measures to minimise service disruption. • Steps to ensure compliance with environmental and regulatory standards. <p>Please complete your response to this question within a separate document. Once you have finished your response, please save the document (preferably as a PDF) as 'Response to D3 - Bidder Name' and upload as part of your tender submission.</p> <p>Please ensure that you do not exceed the maximum page limit for this question of 1 A4 page.</p>