SUPPLIER RESPONSE – PART E – QUALITY EVALUATION FOR CANFORD BRIDGE – MASONRY REPAIRS

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DN 473166

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Evaluation Criteria Questions to be Scored

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

Suppliers must respond fully to each question and not simply refer to another answer or annexed document unless a question states that it is permissible.

Please ensure that you provide sufficient detail when responding to each question. In particular, refer to the Quality Scoring Guide that can be found within the Supplier Information document. The Quality Scoring Guide provides detail as to how your responses to each evaluation question will be scored.

If you are an incumbent supplier to the Council or have previously completed work for the Council, please do not assume this will be taken into consideration when your responses are evaluated. You must ensure that you provide sufficient information within your response that details previous work undertaken or experience that is relevant to this requirement.

Please do not reference your submitted price(s) within any responses to the below criteria unless expressly asked to. Where a response to an evaluation criteria references the price without it being expressly asked within the question, the response may be rejected and the score for that evaluation criteria scored zero.

Page Limits Per Question

Answers should not exceed the page limits indicated for each question.

Each page limit is on the basis of an A4 page of text (font size 11). Please be aware that this limit is to text. Any drawings, diagrams or screen prints embedded into the response will not be included within the page limit.

Responses to each question should be completed on separate documents. Once the response has been completed, it should be saved 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.

Where your company does go over the page limits indicated for each question, the Council at its sole discretion may choose to either reject or accept additional pages of responses. This is at the sole discretion of the Council and suppliers are encouraged to ensure that they remain within the page limits set for each question.

Question Weightings

The quality questions will be evaluated, scored and the weightings applied to each evaluation criteria question outlined in the Supplier Information document.

READ-ONLY

Criteria Number	Evaluation Criteria
E1	**Suppliers Methodology for the Required Works** Please provide an outline method statement of how the works are to be undertaken to include resource levels (operatives and plant). The Method Statement shall include as a minimum: • proposals for addressing specific Health and Safety issues for this project e.g. details for working over water, unloading materials, access for operatives, use of Sub Contractors; • how the works will be undertaken in accordance with the constraints shown in the Specification, approved EA method statement (PCI Appendix 2) and EA Permit EPR/QB3292JR (PCI Appendix 1); • proposals for management of environmental issues including proposals for the Site Waste Management Plan and Mitigation methods Do not include corporate health and safety plans or policies.
	Please complete your response to this question within a separate document. Once you have finished your response, please save the document as 'Response to E1 - *Supplier Name*' and upload as part of your tender submission. Please ensure that you do not exceed the maximum page limit for this question of 4 A4 pages.
E2	**Suppliers Proposed Programme for Completion of the Works** Please provide a programme for the whole of the works clearly indicating start and completion dates and programming of critical works carried out. This programme must include a list of all activities, their durations, concurrent work operations and contingencies and to include resources allocated to the activities to be able to score full marks in this area.
	Please complete your response to this question within a separate document. Once you have finished your response, please save the document as 'Response to E2 - *Supplier Name*' and upload as part of your tender submission. Please ensure that you do not exceed the maximum page limit for this question of 2 A4 pages.
E3	**Relevant experience and contract examples** Please provide details of all contracts, either as main contractor or sub-contractor you have undertaken in the last five years that have included elements of: • Masonry repairs to listed structures. • Use of specialist masonry repair materials. • Working in and over watercourses. • Masonry Repairs carried out at or below water level.

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- Working with Conservation Officers
- Working with the Environment Agency

For each project please provide project details.
Please complete the details in the table below and which aspects of these projects were sub contracted. The Council will take up references from two of these so please ensure permission has been sought and contact details are current

	Contract 1	Contract 2	Contract 3
Name of customer organisation	<<RESPONSE>>	<<RESPONSE>>	<<RESPONSE>>
Point of contact in the organisation	<<RESPONSE>>	<<RESPONSE>>	<<RESPONSE>>
Position in the organisation	<<RESPONSE>>	<<RESPONSE>>	<<RESPONSE>>
E-mail address	<<RESPONSE>>	<<RESPONSE>>	<<RESPONSE>>
Description of contract	<<RESPONSE>>	<<RESPONSE>>	<<RESPONSE>>
Contract Start date	<<RESPONSE>>	<<RESPONSE>>	<<RESPONSE>>
Contract completion date	<<RESPONSE>>	<<RESPONSE>>	<<RESPONSE>>
Estimated contract value	<<RESPONSE>>	<<RESPONSE>>	<<RESPONSE>>

Please complete your response to this question within a separate document. Once you have finished your response, please save the document as 'Response to E3 - *Supplier Name*' and upload as part of your tender submission.

Please ensure that you do not exceed the maximum page limit for this question of 6 A4 pages.

E4

Suppliers Management and Staffing Structure for Performing the Works

Please describe the proposed management, supervisory and operational structure that will be adopted to perform the works as described in the Specification.

Please provide an organisational chart showing this structure together with details of the experience and qualifications of key staff to be employed on the Contract(s).

Please include details of works to be sub-contracted and CVs of sub contractors' key personnel where possible. Please also provide details of how sub-contractors will be selected and monitored for this project.

Please complete your response to this question within a separate document. Once you have finished your response, please save the document as 'Response to E4 - *Supplier Name*' and upload as part of your tender submission.

Please ensure that you do not exceed the maximum page limit for this question of 2 A4 pages.

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