

## SCHEDULE 16 – TENDER EVALUATION MODEL

The following are evaluation award criteria questions in respect of this procurement exercise which have been built into the e-tender system for tenderers to submit their responses.

### Quality and price evaluation – Lot 1

Section 1:

**QUALITY**

**Section Weighting @ 45%**

No	QUESTION TITLE	Weighting
1	<p><b>VOICE OF THE YOUNG PERSON, COMMUNICATION AND CITIZENSHIP</b> How will you evidence the voice of young people is heard in both every day delivery <i>and</i> co-production in shaping your service?</p> <p style="text-align: center;"><b>DESCRIPTION</b></p> <p>Your response should include, but is not limited to:</p> <ul style="list-style-type: none"> <li>- How will you consider different communication needs and preferences for young people using your service?</li> <li>- How will young people be supported to make a positive contribution to your service, to their neighbourhood and wider communities?</li> <li>- What are the challenges and how will you respond to them?</li> </ul>	15%
<b>SUPPLIER HELP</b>		
<p><b>750 words</b> <b>No attachments</b></p> <p><b>5 – Excellent</b> = Comprehensive and detailed response that provides high levels of confidence that the required service and delivery will be achieved. Demonstrates excellent understanding of the specification and contract requirements.</p> <p><b>3 – Good</b> = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required service and delivery will be achieved. Demonstrates good understanding of the specification and contract requirements.</p> <p><b>1 – Basic</b> = Response addresses a limited range of issues and is basically developed. Provides only limited levels of confidence that the required service and delivery will be achieved. Demonstrates only a basic understanding of the specification and contract requirements.</p> <p><b>0 – Unacceptable</b> = No response or response fails to address issues and is poorly developed. Provides little or no confidence that the required service and delivery will be achieved. Demonstrates little or no understanding of the specification and contract requirements.</p>		

**Minimum Evaluation Score**

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For this project a minimum evaluation score of 1 – Basic has been set against Quality criteria.

No	QUESTION TITLE	Weighting
2	<p><b>SERVICE DESCRIPTION &amp; DELIVERY</b> Provide a brief description of how you will deliver the service meeting the requirements detailed in the service specification, including the Lots applied for and timescales.</p> <hr/> <p><b>DESCRIPTION</b></p> <p>Your response should include, but is not limited to:</p> <ul style="list-style-type: none"><li>- How your offer meets the requirements of the relevant Lot(s)</li><li>- How will you foster an environment that feels safe and secure for the young people using your service?</li><li>- How will you quality assure your service in order to manage performance and ensure high quality delivery?</li><li>- How will you enable young people to aspire to be the best they can be?</li><li>- How will young people be supported to succeed in education, training and employment?</li><li>- How will you support young people to grow their independence?</li></ul> <p>Include as attachments:</p> <ul style="list-style-type: none"><li>- Your organisational structure</li><li>- Your operational model</li><li>- Business continuity plan for the service (including both business as usual and Covid-19 considerations)</li></ul> <p>Do not attach additional documents; documents additional to the above will not be considered in the evaluation.</p>	20%
<b>SUPPLIER HELP</b>		

**1000 words excluding organisational structure, operational model and business continuity plan.**

**Attachments allowed**

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3	<p><b>IMPLEMENTATION</b> Following the award of any call-off contract or placement, describe the steps you would take to ensure the delivery of your service to this specification within 3 months.</p> <hr/> <p><b>DESCRIPTION</b></p> <p>Your response should include, but is not limited to:</p> <ul style="list-style-type: none"> <li>- Implications of taking on a staff via the TUPE process</li> </ul>	15%

- Successful transition for young people within the accommodation
- Highlight what you consider to be the key risks and challenges to successful implementation and what you will do to manage and mitigate these risks.

If possible, give an example of a contract you have successfully implemented.

Attach an implementation plan to support this answer.  
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No	QUESTION TITLE	Weighting
4	<p><b>OUTCOMES</b> Provide a description of how you shall successfully achieve, measure and report on the Outcomes as described in the Outcomes Document.</p> <hr/> <p><b>DESCRIPTION</b></p> <p>Your response should include, but is not limited to:</p> <ul style="list-style-type: none"> <li>- What might be the challenges to delivering the outcomes and how these will be addressed?</li> <li>- How you will you provide evidence that your service is cost efficient in meeting the outcomes?</li> <li>- How will you ensure and measure that young people are successfully independent, rooted in their communities, gainfully employed, in education or training, and fulfilled?</li> <li>- How will you contribute to reducing the likelihood of a young person needing emergency accommodation?</li> </ul>	15%
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No	QUESTION TITLE	Weighting
5	<p><b>PARTNERSHIP WORKING</b> What is your approach to proactive partnership working?</p>	
	<b>DESCRIPTION</b>	
	<p>Explain how you will ensure an effective collaborative approach with key services and agencies, including Dorset Council.</p> <p>Your response should include, but is not limited to:</p> <ul style="list-style-type: none"> <li>- How will you contribute to the wider support plan for a young person?</li> <li>- How will you flex to meet the needs of individuals and ensure they remain suitably housed?</li> <li>- How will this be monitored and quality assured?</li> </ul>	15%
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6	<p><b>STAFFING</b> Describe how you will ensure that your workforce have and maintain the appropriate qualifications, skills, and training to work effectively and safely with young people.</p> <hr/> <p><b>DESCRIPTION</b></p> <p>Your response should include, but is not limited to:</p> <ul style="list-style-type: none"> <li>- How the key values of your service relate to the service specification and how your staff will demonstrate these.</li> <li>- A description of the supervision and support your service provides to staff and management.</li> <li>- How do you manage recruitment and retention to provide a stable service?</li> </ul>	10%
<b>SUPPLIER HELP</b>		
<p><b>500 words</b></p> <p><b>No attachments</b></p> <p><b>5 – Excellent</b> = Comprehensive and detailed response that provides high levels of confidence that the required service and delivery will be achieved. Demonstrates excellent understanding of the specification and contract requirements.</p> <p><b>3 – Good</b> = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required service and delivery will be achieved. Demonstrates good understanding of the specification and contract requirements.</p> <p><b>1 – Basic</b> = Response addresses a limited range of issues and is basically developed. Provides only limited levels of confidence that the required service and delivery will be achieved. Demonstrates only a basic understanding of the specification and contract requirements.</p> <p><b>0 – Unacceptable</b> = No response or response fails to address issues and is poorly developed. Provides little or no confidence that the required service and delivery will</p>		

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No	QUESTION TITLE	Weighting
7	<p><b>CORPORATE PARENTING</b> Detail how Corporate Parenting principles are embedded in your service model, and give examples of what this means in practice.</p>	
	<b>DESCRIPTION</b>	
	<p>Your response should include, but is not limited to:</p> <ul style="list-style-type: none"> <li>- How Corporate Parenting principles are integrated into young people's plans</li> <li>- How Corporate Parenting principles are reflected in the delivery of your service</li> <li>- Examples of good practice demonstrating Corporate Parenting principles in action.</li> </ul>	10%
	<b>SUPPLIER HELP</b>	
	<p><b>750 words</b> <b>No attachments</b></p> <p><b>5 – Excellent</b> = Comprehensive and detailed response that provides high levels of confidence that the required service and delivery will be achieved. Demonstrates excellent understanding of the specification and contract requirements.</p> <p><b>3 – Good</b> = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required service and delivery will be achieved. Demonstrates good understanding of the specification and contract requirements.</p> <p><b>1 – Basic</b> = Response addresses a limited range of issues and is basically developed. Provides only limited levels of confidence that the required service and delivery will be achieved. Demonstrates only a basic understanding of the specification and contract requirements.</p>	



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**Section 2: SOCIAL VALUE**

**Section Weighting @ 5%**

No	QUESTION	Weighting
1	<p><b>Partners in Communities</b>            Submit (upload) details on how your organisation proposes to support the Council in delivering the following “Partner in Communities” outcome(s) in respect of this contract/framework. Include, but not limited to, a detailed response in respect of the outputs listed.  <b>Outcomes:</b> <i>Help to develop local communities – your organisation will need to evidence how it will provide both practical and financial support to the local community of Dorset.</i>  <b>Outputs:</b></p> <ul style="list-style-type: none"> <li>- What number of paid voluntary time is given for staff to do community work (hours, days, number of staff, etc)</li> <li>- How many schools will your organisation support through, becoming a governor, reading, mentoring, career advice, CV writing, etc</li> <li>- Hours of paid voluntary time given by staff</li> <li>- What is the value of donations raised / give to Charities?</li> <li>- What is the value of spend with Social Enterprises?</li> <li>- Number of disadvantage individuals supported</li> <li>- Number of community organisations supported</li> <li>- Number of community projects supported</li> <li>- Any other measure</li> </ul>	50%
<b>SUPPLIER HELP</b>		

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**3 – Good** = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required social value and delivery will be achieved. Demonstrates good understanding of social value.

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No	QUESTION	Weighting
2	<p><b>Good Employer</b>            Submit (upload) details on how your organisation proposes to support the Council in delivering the following “Good Employer” outcome(s) in respect of this contract/framework. Include, but not limited to, a detailed response in respect of the outputs listed.  <b>Outcomes:</b> <i>Staff development – your organisation will need to evidence how it will support staff development and welfare.</i>  <b>Outputs:</b></p> <ul style="list-style-type: none"> <li>- How much does your organisation spend on training per employee?</li> <li>- Are flexible working hours provided?</li> <li>- Does your organisation have Investors in People accreditation (Gold/Silver/Bronze) or any other accreditation?</li> <li>- Staff turnover improvement target %</li> <li>- Does your organisation record and report on employee diversity?</li> <li>- Any other measure</li> </ul>	50%
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**Section 3: PRICE**

**Section Weighting @ 50%**

No	QUESTION	Weighting
1	<p><b>Financial Modelling</b></p> <p>Provide supporting information that explains how your organisation's price offer was calculated; details that identifies, evidences and demonstrates your organisations understanding of finance modelling of the service delivery, including percentage profit per annum and justification of this.</p> <p>Your response should include full completion and submission of the financial modelling / schedule with supporting information requested that includes, but not limited to:</p> <ul style="list-style-type: none"> <li>- All associated costs;</li> <li>- Explanation of your rationale of the costings (including profit) to demonstrate that the service in accordance with the specification will be delivered in the identified price model;</li> <li>- Evidence to demonstrate that the proposed costs will remain within the contract price quoted;</li> <li>- Sufficient weighting / balance of costs between service delivery and organisational back office support.</li> </ul>	20%
<b>SUPPLIER HELP</b>		
<p><i>5 - Excellent = Comprehensive and detailed response that provides high levels of confidence that the required service and delivery will be achieved within financial / price model.</i></p> <p><i>3 - Good = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required service and delivery will be achieved within financial / price model.</i></p>		

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No	QUESTION	Weighting
2	<p><b>Price Schedule Submission</b></p> <p>This is for the purpose of collating completed Price Schedules. This will allow the evaluation of price bids which are carried outside of the e-tender system but the outcome will be scored against the evaluation outcomes below.</p> <ul style="list-style-type: none"> <li>- The Price Per Place Per Week will be evaluated as 100% of the 80% weighting for the Price Schedule.</li> </ul>	80%
<b>SUPPLIER HELP</b>		
<p>Suppliers are required to attach here their complete Price Schedule(s). This document is attached to this process for Suppliers to download and complete.</p> <p><b>SCORING:</b> Failure by Suppliers to attach their completed Price Schedule(s) will result in a Fail as Evaluators will not be able to evaluate fully the submitted bid.</p> <p><b>NOTE:</b> The collation of Price Schedule(s) will allow evaluation of price bids outside of the e-tender system</p>		

Quality and price evaluation – Lot 2

Section 1: QUALITY

Section Weighting @ 45%

No	QUESTION TITLE	Weighting
1	<p><b>VOICE OF THE YOUNG PERSON, COMMUNICATION AND CITIZENSHIP</b> How will you evidence the voice of young people is heard in both every day delivery <u>and</u> co-production in shaping your service?</p> <p style="text-align: center;"><b>DESCRIPTION</b></p> <p>Your response should include, but is not limited to:</p> <ul style="list-style-type: none"> <li>- How will you consider different communication needs and preferences for young people using your service?</li> <li>- How will young people be supported to make a positive contribution to your service, to their neighbourhood and wider communities?</li> <li>- What are the challenges and how will you respond to them?</li> </ul>	15%
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<p><b>750 words</b> <b>No attachments</b></p> <p><b>5 – Excellent</b> = Comprehensive and detailed response that provides high levels of confidence that the required service and delivery will be achieved. Demonstrates excellent understanding of the specification and contract requirements.</p> <p><b>3 – Good</b> = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required service and delivery will be achieved. Demonstrates good understanding of the specification and contract requirements.</p> <p><b>1 – Basic</b> = Response addresses a limited range of issues and is basically developed. Provides only limited levels of confidence that the required service and delivery will be achieved. Demonstrates only a basic understanding of the specification and contract requirements.</p> <p><b>0 – Unacceptable</b> = No response or response fails to address issues and is poorly developed. Provides little or no confidence that the required service and delivery will be achieved. Demonstrates little or no understanding of the specification and contract requirements.</p> <p><b>Minimum Evaluation Score</b> <i>Where any evaluation question has a minimum score threshold for award, a Tenderer must achieve the relevant minimum score threshold stated in respect of each and every one of the relevant questions. This would be the evaluation panel's average</i></p>		

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2	<p><b>SERVICE DESCRIPTION &amp; DELIVERY</b> Provide a brief description of how you will deliver the service meeting the requirements detailed in the service specification, including the Lots applied for and timescales.</p> <p style="text-align: center;"><b>DESCRIPTION</b></p> <p>Your response should include, but is not limited to:</p> <ul style="list-style-type: none"> <li>- How your offer meets the requirements of the relevant Lot(s)</li> <li>- How will you foster an environment that feels safe and secure for the young people using your service?</li> <li>- How will you quality assure your service in order to manage performance and ensure high quality delivery?</li> <li>- How will you enable young people to aspire to be the best they can be?</li> <li>- How will young people be supported to succeed in education, training and employment?</li> <li>- How will you support young people to grow their independence?</li> </ul> <p>Include as attachments:</p> <ul style="list-style-type: none"> <li>- Your organisational structure</li> <li>- Your operational model</li> <li>- Business continuity plan for the service (including both business as usual and Covid-19 considerations)</li> </ul> <p>Do not attach additional documents; documents additional to the above will not be considered in the evaluation.</p> <p style="text-align: center;"><b>SUPPLIER HELP</b></p> <p><b>1000 words excluding organisational structure, operational model and business continuity plan.</b></p>	20%

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Your response should include, but is not limited to:

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	<p>Explain how you will ensure an effective collaborative approach with key services and agencies, including Dorset Council.</p> <p>Your response should include, but is not limited to:</p> <ul style="list-style-type: none"> <li>- How will you contribute to the wider support plan for a young person?</li> <li>- How will you flex to meet the needs of individuals and ensure they remain suitably housed?</li> <li>- How will this be monitored and quality assured?</li> </ul>	15%
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	<p><b>750 words</b> <b>no attachments</b></p> <p><b>5 – Excellent</b> = Comprehensive and detailed response that provides high levels of confidence that the required service and delivery will be achieved. Demonstrates excellent understanding of the specification and contract requirements.</p> <p><b>3 – Good</b> = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required service and delivery will be achieved. Demonstrates good understanding of the specification and contract requirements.</p> <p><b>1 – Basic</b> = Response addresses a limited range of issues and is basically developed. Provides only limited levels of confidence that the required service and delivery will be achieved. Demonstrates only a basic understanding of the specification and contract requirements.</p> <p><b>0 – Unacceptable</b> = No response or response fails to address issues and is poorly developed. Provides little or no confidence that the required service and delivery will be achieved. Demonstrates little or no understanding of the specification and contract requirements.</p> <p><b>Minimum Evaluation Score</b> <i>Where any evaluation question has a minimum score threshold for award, a Tenderer must achieve the relevant minimum score threshold stated in respect of each and every one of the relevant questions. This would be the evaluation panel's average score as the result of the evaluation process. <b>The Council shall reject Tenders that do not meet one or more of the minimum score thresholds.</b></i></p>	

For this project a minimum evaluation score of 1 – Basic has been set against Quality criteria.

No	QUESTION TITLE	Weighting
6	<p><b>STAFFING</b> Describe how you will ensure that your workforce have and maintain the appropriate qualifications, skills, and training to work effectively and safely with young people.</p> <p style="text-align: center;"><b>DESCRIPTION</b></p> <p>Your response should include, but is not limited to:</p> <ul style="list-style-type: none"> <li>- How the key values of your service relate to the service specification and how your staff will demonstrate these.</li> <li>- A description of the supervision and support your service provides to staff and management.</li> <li>- How do you manage recruitment and retention to provide a stable service?</li> </ul>	10%
<b>SUPPLIER HELP</b>		
<p><b>500 words</b></p> <p><b>No attachments</b></p> <p><b>5 – Excellent</b> = Comprehensive and detailed response that provides high levels of confidence that the required service and delivery will be achieved. Demonstrates excellent understanding of the specification and contract requirements.</p> <p><b>3 – Good</b> = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required service and delivery will be achieved. Demonstrates good understanding of the specification and contract requirements.</p> <p><b>1 – Basic</b> = Response addresses a limited range of issues and is basically developed. Provides only limited levels of confidence that the required service and delivery will be achieved. Demonstrates only a basic understanding of the specification and contract requirements.</p> <p><b>0 – Unacceptable</b> = No response or response fails to address issues and is poorly developed. Provides little or no confidence that the required service and delivery will be achieved. Demonstrates little or no understanding of the specification and contract requirements.</p> <p><b>Minimum Evaluation Score</b> <i>Where any evaluation question has a minimum score threshold for award, a Tenderer must achieve the relevant minimum score threshold stated in respect of each and every one of the relevant questions. This would be the evaluation panel's average</i></p>		

score as the result of the evaluation process. **The Council shall reject Tenders that do not meet one or more of the minimum score thresholds.**

For this project a minimum evaluation score of 1 – Basic has been set against Quality criteria.

No	QUESTION TITLE	Weighting
7	<p><b>CORPORATE PARENTING</b> Detail how Corporate Parenting principles are embedded in your service model, and give examples of what this means in practice.</p>	
	<b>DESCRIPTION</b>	
	<p>Your response should include, but is not limited to:</p> <ul style="list-style-type: none"> <li>- How Corporate Parenting principles are integrated into young people’s plans</li> <li>- How Corporate Parenting principles are reflected in the delivery of your service</li> <li>- Examples of good practice demonstrating Corporate Parenting principles in action.</li> </ul>	10%
	<b>SUPPLIER HELP</b>	
	<p><b>750 words</b> <b>No attachments</b></p> <p><b>5 – Excellent</b> = Comprehensive and detailed response that provides high levels of confidence that the required service and delivery will be achieved. Demonstrates excellent understanding of the specification and contract requirements.</p> <p><b>3 – Good</b> = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required service and delivery will be achieved. Demonstrates good understanding of the specification and contract requirements.</p> <p><b>1 – Basic</b> = Response addresses a limited range of issues and is basically developed. Provides only limited levels of confidence that the required service and delivery will be achieved. Demonstrates only a basic understanding of the specification and contract requirements.</p> <p><b>0 – Unacceptable</b> = No response or response fails to address issues and is poorly developed. Provides little or no confidence that the required service and delivery will be achieved. Demonstrates little or no understanding of the specification and contract requirements.</p> <p><b>Minimum Evaluation Score</b> <i>Where any evaluation question has a minimum score threshold for award, a Tenderer must achieve the relevant minimum score threshold stated in respect of each and</i></p>	

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For this project a minimum evaluation score of 1 – Basic has been set against Quality criteria.

**Section 2: SOCIAL VALUE**

**Section Weighting @ 5%**

No	QUESTION	Weighting
1	<p><b>Partners in Communities</b>            Submit (upload) details on how your organisation proposes to support the Council in delivering the following “Partner in Communities” outcome(s) in respect of this contract/framework. Include, but not limited to, a detailed response in respect of the outputs listed.  <b>Outcomes:</b> <i>Help to develop local communities – your organisation will need to evidence how it will provide both practical and financial support to the local community of Dorset.</i>  <b>Outputs:</b></p> <ul style="list-style-type: none"> <li>- What number of paid voluntary time is given for staff to do community work (hours, days, number of staff, etc)</li> <li>- How many schools will your organisation support through, becoming a governor, reading, mentoring, career advice, CV writing, etc</li> <li>- Hours of paid voluntary time given by staff</li> <li>- What is the value of donations raised / give to Charities?</li> <li>- What is the value of spend with Social Enterprises?</li> <li>- Number of disadvantage individuals supported</li> <li>- Number of community organisations supported</li> <li>- Number of community projects supported</li> <li>- Any other measure</li> </ul>	50%
<b>SUPPLIER HELP</b>		
<p><b>5 – Excellent</b> = Comprehensive and detailed response that provides high levels of confidence that the required social value and delivery will be achieved. Demonstrates excellent understanding of social value.  <b>3 – Good</b> = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required social value and delivery will be achieved. Demonstrates good understanding of social value.</p>		

**1 – Basic** = Response addresses a limited range and is basically developed. Provides only limited levels of confidence that the required social value and delivery will be achieved. Demonstrates only a basic understanding of social value.

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No	QUESTION	Weighting
2	<p><b>Good Employer</b>            Submit (upload) details on how your organisation proposes to support the Council in delivering the following “Good Employer” outcome(s) in respect of this contract/framework. Include, but not limited to, a detailed response in respect of the outputs listed.  <b>Outcomes:</b> <i>Staff development – your organisation will need to evidence how it will support staff development and welfare.</i>  <b>Outputs:</b></p> <ul style="list-style-type: none"> <li>- How much does your organisation spend on training per employee?</li> <li>- Are flexible working hours provided?</li> <li>- Does your organisation have Investors in People accreditation (Gold/Silver/Bronze) or any other accreditation?</li> <li>- Staff turnover improvement target %</li> <li>- Does your organisation record and report on employee diversity?</li> <li>- Any other measure</li> </ul>	50%
<b>SUPPLIER HELP</b>		
<p><b>5 – Excellent</b> = Comprehensive and detailed response that provides high levels of confidence that the required social value and delivery will be achieved. Demonstrates excellent understanding of social value.  <b>3 – Good</b> = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required social value and delivery will be achieved. Demonstrates good understanding of social value.  <b>1 – Basic</b> = Response addresses a limited range and is basically developed. Provides only limited levels of confidence that the required social value and delivery will be achieved. Demonstrates only a basic understanding of social value.  <b>0 – Unacceptable</b> = No response or response fails to address issues and is poorly developed. Provides little or no confidence that the required social value and delivery will be achieved. Demonstrates little or no understanding of social value.</p>		

**Section 3: PRICE**

**Section Weighting @ 50%**

No	QUESTION	Weighting
1	<p><b>Financial Modelling</b></p> <p>Provide supporting information that explains how your organisation's price offer was calculated; details that identifies, evidences and demonstrates your organisations understanding of finance modelling of the service delivery, including percentage profit per annum and justification of this.</p> <p>Your response should include full completion and submission of the financial modelling / schedule with supporting information requested that includes, but not limited to:</p> <ul style="list-style-type: none"> <li>- All associated costs;</li> <li>- Explanation of your rationale of the costings (including profit) to demonstrate that the service in accordance with the specification will be delivered in the identified price model;</li> <li>- Evidence to demonstrate that the proposed costs will remain within the contract price quoted;</li> <li>- Sufficient weighting / balance of costs between service delivery and organisational back office support.</li> </ul>	20%
<b>SUPPLIER HELP</b>		
<p><i>5 - Excellent = Comprehensive and detailed response that provides high levels of confidence that the required service and delivery will be achieved within financial / price model.</i></p> <p><i>3 - Good = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required service and delivery will be achieved within financial / price model.</i></p> <p><i>1 - Basic = Response addresses a limited range of issues and is basically developed. Provides only limited levels of confidence that the required service and delivery will be achieved within financial / price model.</i></p> <p><i>0 - Unacceptable = No response or response fails to address issues and is poorly developed. Provides little or no confidence that the required service and delivery will be achieved within financial / price model.</i></p>		

No	QUESTION	Weighting
2	<p><b>Price Schedule Submission</b></p> <p>This is for the purpose of collating completed Price Schedules. This will allow the evaluation of price bids which are carried outside of the e-tender system but the outcome will be scored against the evaluation outcomes below.</p> <ul style="list-style-type: none"> <li>- The Price Per Place Per Week will be evaluated as 100% of the 80% weighting for the Price Schedule.</li> </ul>	80%
<b>SUPPLIER HELP</b>		
<p>Suppliers are required to attach here their complete Price Schedule(s). This document is attached to this process for Suppliers to download and complete.</p> <p><b>SCORING:</b> Failure by Suppliers to attach their completed Price Schedule(s) will result in a Fail as Evaluators will not be able to evaluate fully the submitted bid.</p> <p><b>NOTE:</b> The collation of Price Schedule(s) will allow evaluation of price bids outside of the e-tender system</p>		



Quality and price evaluation – Lot 3

Section 1: QUALITY

Section Weighting @ 45%

No	QUESTION TITLE	Weighting
1	<p><b>VOICE OF THE YOUNG PERSON, COMMUNICATION AND CITIZENSHIP</b> How will you evidence the voice of young people is heard in both every day delivery <u>and</u> co-production in shaping your service?</p> <p style="text-align: center;"><b>DESCRIPTION</b></p> <p>Your response should include, but is not limited to:</p> <ul style="list-style-type: none"> <li>- How will you consider different communication needs and preferences for young people using your service?</li> <li>- How will young people be supported to make a positive contribution to your service, to their neighbourhood and wider communities?</li> <li>- What are the challenges and how will you respond to them?</li> </ul>	15%
<b>SUPPLIER HELP</b>		
<p><b>750 words</b> <b>No attachments</b></p> <p><b>5 – Excellent</b> = Comprehensive and detailed response that provides high levels of confidence that the required service and delivery will be achieved. Demonstrates excellent understanding of the specification and contract requirements.</p> <p><b>3 – Good</b> = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required service and delivery will be achieved. Demonstrates good understanding of the specification and contract requirements.</p> <p><b>1 – Basic</b> = Response addresses a limited range of issues and is basically developed. Provides only limited levels of confidence that the required service and delivery will be achieved. Demonstrates only a basic understanding of the specification and contract requirements.</p> <p><b>0 – Unacceptable</b> = No response or response fails to address issues and is poorly developed. Provides little or no confidence that the required service and delivery will be achieved. Demonstrates little or no understanding of the specification and contract requirements.</p> <p><b>Minimum Evaluation Score</b> <i>Where any evaluation question has a minimum score threshold for award, a Tenderer must achieve the relevant minimum score threshold stated in respect of each and every one of the relevant questions. This would be the evaluation panel's average</i></p>		

score as the result of the evaluation process. **The Council shall reject Tenders that do not meet one or more of the minimum score thresholds.**

For this project a minimum evaluation score of 1 – Basic has been set against Quality criteria.

No	QUESTION TITLE	Weighting
2	<p><b>SERVICE DESCRIPTION &amp; DELIVERY</b> Provide a brief description of how you will deliver the service meeting the requirements detailed in the service specification, including the Lots applied for and timescales.</p>	20%
	<p><b>DESCRIPTION</b></p>	
	<p>Your response should include, but is not limited to:</p> <ul style="list-style-type: none"> <li>- How your offer meets the requirements of the relevant Lot(s)</li> <li>- How will you foster an environment that feels safe and secure for the young people using your service?</li> <li>- How will you quality assure your service in order to manage performance and ensure high quality delivery?</li> <li>- How will you enable young people to aspire to be the best they can be?</li> <li>- How will young people be supported to succeed in education, training and employment?</li> <li>- How will you support young people to grow their independence?</li> </ul> <p>Include as attachments:</p> <ul style="list-style-type: none"> <li>- Your organisational structure</li> <li>- Your operational model</li> <li>- Business continuity plan for the service (including both business as usual and Covid-19 considerations)</li> </ul> <p>Do not attach additional documents; documents additional to the above will not be considered in the evaluation.</p>	
	<p><b>SUPPLIER HELP</b></p>	
	<p><b>1000 words excluding organisational structure, operational model and business continuity plan.</b></p>	

**Attachments allowed**

**Do not attach additional documents; documents additional to the above will not be considered in the evaluation.**

**5 – Excellent** = Comprehensive and detailed response that provides high levels of confidence that the required service and delivery will be achieved. Demonstrates excellent understanding of the specification and contract requirements.

**3 – Good** = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required service and delivery will be achieved. Demonstrates good understanding of the specification and contract requirements.

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**Minimum Evaluation Score**

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For this project a minimum evaluation score of 1 – Basic has been set against Quality criteria.

No	QUESTION TITLE	Weighting
3	<b>IMPLEMENTATION</b> Following the award of any call-off contract or placement, describe the steps you would take to ensure the delivery of your service to this specification within 3 months.	15%
	<b>DESCRIPTION</b>  Your response should include, but is not limited to: <ul style="list-style-type: none"><li>- Implications of taking on a staff via the TUPE process</li><li>- Successful transition for young people within the accommodation</li><li>- Highlight what you consider to be the key risks and challenges to successful implementation and what you will do to manage and mitigate these risks.</li></ul>	

If possible, give an example of a contract you have successfully implemented.

Attach an implementation plan to support this answer.  
Do not attach additional documents; documents additional to the above will not be considered in the evaluation.

### SUPPLIER HELP

**750 words excluding implementation plan, attachments allowed.**

**5 – Excellent** = Comprehensive and detailed response that provides high levels of confidence that the required service and delivery will be achieved. Demonstrates excellent understanding of the specification and contract requirements.

**3 – Good** = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required service and delivery will be achieved. Demonstrates good understanding of the specification and contract requirements.

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#### **Minimum Evaluation Score**

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No	QUESTION TITLE	Weighting
4	<b>OUTCOMES</b>	
	Provide a description of how you shall successfully achieve, measure and report on the Outcomes as described in the Outcomes Document.	
	<b>DESCRIPTION</b>	

Your response should include, but is not limited to:

15%

- What might be the challenges to delivering the outcomes and how these will be addressed?
- How will you provide evidence that your service is cost efficient in meeting the outcomes?
- How will you ensure and measure that young people are successfully independent, rooted in their communities, gainfully employed, in education or training, and fulfilled?
- How will you contribute to reducing the likelihood of a young person needing emergency accommodation?

#### SUPPLIER HELP

**750 words**

**No attachments**

**5 – Excellent** = Comprehensive and detailed response that provides high levels of confidence that the required service and delivery will be achieved. Demonstrates excellent understanding of the specification and contract requirements.

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For this project a minimum evaluation score of 1 – Basic has been set against Quality criteria.

No	QUESTION TITLE	Weighting
5	<p><b>PARTNERSHIP WORKING</b> What is your approach to proactive partnership working?</p>	
	<b>DESCRIPTION</b>	
	<p>Explain how you will ensure an effective collaborative approach with key services and agencies, including Dorset Council.</p> <p>Your response should include, but is not limited to:</p> <ul style="list-style-type: none"> <li>- How will you contribute to the wider support plan for a young person?</li> <li>- How will you flex to meet the needs of individuals and ensure they remain suitably housed?</li> <li>- How will this be monitored and quality assured?</li> </ul>	15%
	<b>SUPPLIER HELP</b>	
	<p><b>750 words</b> <b>no attachments</b></p> <p><b>5 – Excellent</b> = Comprehensive and detailed response that provides high levels of confidence that the required service and delivery will be achieved. Demonstrates excellent understanding of the specification and contract requirements.</p> <p><b>3 – Good</b> = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required service and delivery will be achieved. Demonstrates good understanding of the specification and contract requirements.</p> <p><b>1 – Basic</b> = Response addresses a limited range of issues and is basically developed. Provides only limited levels of confidence that the required service and delivery will be achieved. Demonstrates only a basic understanding of the specification and contract requirements.</p> <p><b>0 – Unacceptable</b> = No response or response fails to address issues and is poorly developed. Provides little or no confidence that the required service and delivery will be achieved. Demonstrates little or no understanding of the specification and contract requirements.</p> <p><b>Minimum Evaluation Score</b> <i>Where any evaluation question has a minimum score threshold for award, a Tenderer must achieve the relevant minimum score threshold stated in respect of each and every one of the relevant questions. This would be the evaluation panel's average score as the result of the evaluation process. <b>The Council shall reject Tenders that do not meet one or more of the minimum score thresholds.</b></i></p>	

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No	QUESTION TITLE	Weighting
6	<p><b>STAFFING</b> Describe how you will ensure that your workforce have and maintain the appropriate qualifications, skills, and training to work effectively and safely with young people.</p> <hr/> <p style="text-align: center;"><b>DESCRIPTION</b></p> <p>Your response should include, but is not limited to:</p> <ul style="list-style-type: none"> <li>- How the key values of your service relate to the service specification and how your staff will demonstrate these.</li> <li>- A description of the supervision and support your service provides to staff and management.</li> <li>- How do you manage recruitment and retention to provide a stable service?</li> </ul>	10%
<b>SUPPLIER HELP</b>		
<p><b>500 words</b></p> <p><b>No attachments</b></p> <p><b>5 – Excellent</b> = Comprehensive and detailed response that provides high levels of confidence that the required service and delivery will be achieved. Demonstrates excellent understanding of the specification and contract requirements.</p> <p><b>3 – Good</b> = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required service and delivery will be achieved. Demonstrates good understanding of the specification and contract requirements.</p> <p><b>1 – Basic</b> = Response addresses a limited range of issues and is basically developed. Provides only limited levels of confidence that the required service and delivery will be achieved. Demonstrates only a basic understanding of the specification and contract requirements.</p> <p><b>0 – Unacceptable</b> = No response or response fails to address issues and is poorly developed. Provides little or no confidence that the required service and delivery will be achieved. Demonstrates little or no understanding of the specification and contract requirements.</p> <p><b>Minimum Evaluation Score</b> <i>Where any evaluation question has a minimum score threshold for award, a Tenderer must achieve the relevant minimum score threshold stated in respect of each and every one of the relevant questions. This would be the evaluation panel's average</i></p>		

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No	QUESTION TITLE	Weighting
7	<p><b>CORPORATE PARENTING</b> Detail how Corporate Parenting principles are embedded in your service model, and give examples of what this means in practice.</p>	
	<b>DESCRIPTION</b>	
	<p>Your response should include, but is not limited to:</p> <ul style="list-style-type: none"> <li>- How Corporate Parenting principles are integrated into young people’s plans</li> <li>- How Corporate Parenting principles are reflected in the delivery of your service</li> <li>- Examples of good practice demonstrating Corporate Parenting principles in action.</li> </ul>	10%
	<b>SUPPLIER HELP</b>	
	<p><b>750 words</b> <b>No attachments</b></p> <p><b>5 – Excellent</b> = Comprehensive and detailed response that provides high levels of confidence that the required service and delivery will be achieved. Demonstrates excellent understanding of the specification and contract requirements.</p> <p><b>3 – Good</b> = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required service and delivery will be achieved. Demonstrates good understanding of the specification and contract requirements.</p> <p><b>1 – Basic</b> = Response addresses a limited range of issues and is basically developed. Provides only limited levels of confidence that the required service and delivery will be achieved. Demonstrates only a basic understanding of the specification and contract requirements.</p> <p><b>0 – Unacceptable</b> = No response or response fails to address issues and is poorly developed. Provides little or no confidence that the required service and delivery will be achieved. Demonstrates little or no understanding of the specification and contract requirements.</p> <p><b>Minimum Evaluation Score</b> <i>Where any evaluation question has a minimum score threshold for award, a Tenderer must achieve the relevant minimum score threshold stated in respect of each and</i></p>	



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**Section 2: SOCIAL VALUE**

**Section Weighting @ 5%**

No	QUESTION	Weighting
1	<p><b>Partners in Communities</b>            Submit (upload) details on how your organisation proposes to support the Council in delivering the following “Partner in Communities” outcome(s) in respect of this contract/framework. Include, but not limited to, a detailed response in respect of the outputs listed.  <b>Outcomes:</b> <i>Help to develop local communities – your organisation will need to evidence how it will provide both practical and financial support to the local community of Dorset.</i>  <b>Outputs:</b></p> <ul style="list-style-type: none"> <li>- What number of paid voluntary time is given for staff to do community work (hours, days, number of staff, etc)</li> <li>- How many schools will your organisation support through, becoming a governor, reading, mentoring, career advice, CV writing, etc</li> <li>- Hours of paid voluntary time given by staff</li> <li>- What is the value of donations raised / give to Charities?</li> <li>- What is the value of spend with Social Enterprises?</li> <li>- Number of disadvantage individuals supported</li> <li>- Number of community organisations supported</li> <li>- Number of community projects supported</li> <li>- Any other measure</li> </ul>	50%
<b>SUPPLIER HELP</b>		
<p><b>5 – Excellent</b> = Comprehensive and detailed response that provides high levels of confidence that the required social value and delivery will be achieved. Demonstrates excellent understanding of social value.  <b>3 – Good</b> = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required social value and delivery will be achieved. Demonstrates good understanding of social value.</p>		

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No	QUESTION	Weighting
2	<p><b>Good Employer</b>            Submit (upload) details on how your organisation proposes to support the Council in delivering the following “Good Employer” outcome(s) in respect of this contract/framework. Include, but not limited to, a detailed response in respect of the outputs listed.  <b>Outcomes:</b> <i>Staff development – your organisation will need to evidence how it will support staff development and welfare.</i>  <b>Outputs:</b></p> <ul style="list-style-type: none"> <li>- How much does your organisation spend on training per employee?</li> <li>- Are flexible working hours provided?</li> <li>- Does your organisation have Investors in People accreditation (Gold/Silver/Bronze) or any other accreditation?</li> <li>- Staff turnover improvement target %</li> <li>- Does your organisation record and report on employee diversity?</li> <li>- Any other measure</li> </ul>	50%
<b>SUPPLIER HELP</b>		
<p><b>5 – Excellent</b> = Comprehensive and detailed response that provides high levels of confidence that the required social value and delivery will be achieved. Demonstrates excellent understanding of social value.  <b>3 – Good</b> = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required social value and delivery will be achieved. Demonstrates good understanding of social value.  <b>1 – Basic</b> = Response addresses a limited range and is basically developed. Provides only limited levels of confidence that the required social value and delivery will be achieved. Demonstrates only a basic understanding of social value.  <b>0 – Unacceptable</b> = No response or response fails to address issues and is poorly developed. Provides little or no confidence that the required social value and delivery will be achieved. Demonstrates little or no understanding of social value.</p>		

**Section 3: PRICE**

**Section Weighting @ 50%**

No	QUESTION	Weighting
1	<p><b>Financial Modelling</b></p> <p>Provide supporting information that explains how your organisation's price offer was calculated; details that identifies, evidences and demonstrates your organisations understanding of finance modelling of the service delivery, including percentage profit per annum and justification of this.</p> <p>Your response should include full completion and submission of the financial modelling / schedule with supporting information requested that includes, but not limited to:</p> <ul style="list-style-type: none"> <li>- All associated costs;</li> <li>- Explanation of your rationale of the costings (including profit) to demonstrate that the service in accordance with the specification will be delivered in the identified price model;</li> <li>- Evidence to demonstrate that the proposed costs will remain within the contract price quoted;</li> <li>- Sufficient weighting / balance of costs between service delivery and organisational back office support.</li> </ul>	20%
<b>SUPPLIER HELP</b>		
<p><i>5 - Excellent = Comprehensive and detailed response that provides high levels of confidence that the required service and delivery will be achieved within financial / price model.</i></p> <p><i>3 - Good = Response addresses key issues and is adequately developed. Provides good levels of confidence that the required service and delivery will be achieved within financial / price model.</i></p> <p><i>1 - Basic = Response addresses a limited range of issues and is basically developed. Provides only limited levels of confidence that the required service and delivery will be achieved within financial / price model.</i></p> <p><i>0 - Unacceptable = No response or response fails to address issues and is poorly developed. Provides little or no confidence that the required service and delivery will be achieved within financial / price model.</i></p>		

No	QUESTION	Weighting
2	<p><b>Price Schedule Submission</b></p> <p>This is for the purpose of collating completed Price Schedules. This will allow the evaluation of price bids which are carried outside of the e-tender system but the outcome will be scored against the evaluation outcomes below.</p> <ul style="list-style-type: none"> <li>- The Price Per Place Per Week will be evaluated as 100% of the 80% weighting for the Price Schedule.</li> </ul>	80%
<b>SUPPLIER HELP</b>		
<p>Suppliers are required to attach here their complete Price Schedule(s). This document is attached to this process for Suppliers to download and complete.</p> <p><b>SCORING:</b> Failure by Suppliers to attach their completed Price Schedule(s) will result in a Fail as Evaluators will not be able to evaluate fully the submitted bid.</p> <p><b>NOTE:</b> The collation of Price Schedule(s) will allow evaluation of price bids outside of the e-tender system</p>		