



# TENDER RESPONSE – PART D – QUALITY EVALUATION FOR ASHDOWN LEISURE CENTRE, POOLE - EXTERNAL FLOOD LIGHT REPLACEMENT

## Strategic Procurement

**DN730536**

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## 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><b>Bidder's Approach to Lighting Design (40%)</b></p> <p>Describe your approach to designing a compliant lighting scheme that meets the Council's standards, as outlined within 'Appendix 1 - Specification'.</p> <p>Your response must include the following as a minimum:</p> <ul style="list-style-type: none"> <li>• Meeting Competition-Level Lux Requirements for Level of Play / Competition.</li> <li>• Environmental Sustainability;</li> <li>• Waste Reduction;</li> <li>• Green Energy;</li> <li>• Efficiency.</li> </ul> <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 - <i>Bidder Name</i>' 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>
D2	<p><b>Bidder's Approach to Risk Management (20%)</b></p> <p>Describe your approach to managing risks in design and installation, including an example RAMS from a similar project completed in the last 2 years. Detail and address health and safety and any other perceived risks.</p> <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 - <i>Bidder Name</i>' 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 pages.</p>
D3	<p><b>Bidder's Approach to Quality of Service and Workmanship (15%)</b></p> <p>Describe your approach to quality management in service, workmanship, and materials for the design and installation. Detail your processes and experience with similar projects, drawing attention to any quality management certifications your organisation holds (e.g., ISO 9001).</p> <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 - <i>Bidder Name</i>' 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 pages.</p>

<p style="text-align: center;"><b>D4</b></p>	<p><b>Bidders Approach to Managing Work Areas and Site Security (15%)</b></p> <p>Describe your approach to managing work areas and security on a shared community / school site.</p> <p>Your response must include the following as a minimum:</p> <ul style="list-style-type: none"> <li>• Welfare Provisions;</li> <li>• Delivery Logistics;</li> <li>• Staffing;</li> <li>• Management Structure;</li> <li>• Examples from Similar Projects.</li> </ul>															
	<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 D4 - 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 pages.</p>															
<p style="text-align: center;"><b>D5</b></p>	<p><b>Bidder's Approach to Job Turnaround Time (10%)</b></p> <p>Describe how you will meet the required timeline and monitor performance to ensure the works are completed in the timeframe required.</p>															
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Activity</th> <th style="text-align: center;">Anticipated Duration</th> <th style="text-align: center;">Anticipated Dates</th> </tr> </thead> <tbody> <tr> <td>Design</td> <td>2 weeks</td> <td>August 2023</td> </tr> <tr> <td>Source &amp; Procure materials</td> <td>Supplier to Specify</td> <td>August/September 2024</td> </tr> <tr> <td>On site</td> <td>2 weeks</td> <td>Mid-September 2024</td> </tr> <tr> <td>Completion</td> <td>1 day</td> <td>Mid-October 2024</td> </tr> </tbody> </table>	Activity	Anticipated Duration	Anticipated Dates	Design	2 weeks	August 2023	Source & Procure materials	Supplier to Specify	August/September 2024	On site	2 weeks	Mid-September 2024	Completion	1 day	Mid-October 2024
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<p>Provide justification for any deviation(s) to the timeline.</p> <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 D5 - 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 pages.</p>																