

TORBAY COUNCIL

Part 4 Award Questionnaire

Contract Reference
TBS3520

Contract Title
Abandoned Vehicles

Maximum Period of Contract
4+2+1 Years

Return Date
Tuesday 4 May 2021

Return Time
12:00 Noon

Return To
www.supplyingthesouthwest.org.uk

Applicant Name

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Stage Two – Award

Please note this submission document must be completed and submitted in its original Word format.

Section A. Pass / Fail Criteria

The questions within this section shall be assessed on the basis of pass or fail. In order to achieve a Pass the Applicant must respond 'Yes'.

Question Number	Questions	Response
1	Do you hold Waste Carrier certification or equivalent? If you have answered Yes, please provide details of the certification held in the comments box below.	Yes / No
Comments:		
2	Please confirm whether you are able to meet fully the Overall Scope and Nature of the Requirement set out in Section 1 of Part 2 Specification.	Yes / No
3	Please confirm that you are able to meet fully the Minimum Requirements set out in Section 2 of Part 2 Specification	Yes / No
4	Please confirm whether you are able to meet fully the Service Requirements set out in Section 3 of Part 2 Specification.	Yes / No
5	Please confirm whether you are able to meet fully the requirement for 24 hour and 72 hour response times.	Yes / No
6	Please confirm whether you are able to meet fully the requirement to deliver all vehicles to an authorised storage / disposal facility.	Yes / No
7	Please confirm whether you are able to meet fully the Booking Process Requirements set out in Section 4 of Part 2 Specification.	Yes / No
8	Please confirm whether you are able to meet fully the Contractor Requirements set out in Section 5 of Part 2 Specification.	Yes / No
9	Please confirm that you are able to meet fully the Contract and Performance Review Requirements set out in Section 6 of Part 2 Specification.	Yes / No

10	Please confirm whether all vehicles used in the performance of this Contract will fully meet all legal requirements and that you have a suitable maintenance and replacement programme in place.	Yes / No
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Section B. Method Statements

Applicants are required to submit Method Statements. They should be drafted in such a manner so as to be able to form part of the Contract. They should be submitted containing sufficient detail to demonstrate that the stated outcomes will be deliverable, as defined within Part 2 Specification.

Responses must be relevant to the question and appropriate in length. Supporting information may be submitted, provided that it is clearly named, referenced in the question to which it relates and appended to the main submission.

The evaluation of the response will not go beyond the word limit that has been set, if applicable.

Method Statement Number	Method Statement	% Score
1	<p>Please provide a Method Statement detailing your proposals for delivery of the Service, demonstrating how your approach will meet all of the Authority's requirements, as set out in Part 2 Specification.</p> <p>Your response must include but not be limited to a full description of your proposed process for the collection and storage of vehicles including the booking process.</p> <p>Word Limit: 500 words Arial font size 12</p>	25%
Response:		

Section C. Technical Questions – 15%

Applicants are required to submit their responses to the following Technical Questions. They should be drafted in such a manner so as to be able to form part of the Contract. They should be submitted containing sufficient detail to demonstrate that the stated outcomes will be deliverable, as defined within Part 2 Specification.

Responses must be relevant to the question and appropriate in length. Supporting information may be submitted, provided that it is clearly named, referenced in the question to which it relates and appended to the main submission.

The evaluation of the response will not go beyond the word limit that has been set, if applicable.

Technical Question Number	Technical Question	Weighting
1	<p>Please detail the resources, including the type and number of vehicles, you will make available to fulfil your obligations under this Contract.</p> <p>Your response should demonstrate how your proposals will ensure the delivery of an efficient and effective service.</p> <p>Word Limit: 1 page Arial font size 12</p>	3
Response:		
2	<p>Please detail how you will meet all of the required deadlines and response times in relation to collection of vehicles, reporting and provision of information, including your contingency in the event that any of your vehicles are unavailable.</p> <p>Your response should demonstrate how your proposals will ensure the delivery of an efficient and effective service.</p> <p>Word Limit: 1 page Arial font size 12</p>	3
Response:		
3	<p>Please provide details of the vehicle storage facilities you will be using on this Contract, including location and capacity. Your response should also evidence that you have access to the</p>	2

	facilities you are proposing and that they are appropriately authorised for storage / disposal. Word Limit: 1 page Arial font size 12	
Response:		
4	The Authority is seeking low cost or cost neutral options for the provision of this service. Please detail your approach for achieving this, evidencing the effectiveness of the proposals. Word Limit: 1 page Arial font size 12	2
Response:		
5	Please provide details of any requirements the Council needs to meet in order for you to meet the 24 hour and 72 hour response times. Word Limit: 1 page Arial font size 12	2
Response:		
Social Value Question	Social Value	% Score
1	Please provide your proposals to meet the Council's ambitions set out in section 10.2 of Part 2 Specification.	10%
Response:		