



Part 4 Award Questionnaire

Contract Reference

TTDA2919

Contract Title

Building Service Term Contracts

Maximum Period of Contract

2 + 1 + 1

Return Date

Friday 7 February 2020

Return Time

12:00 Noon

Return To

www.supplyingthesouthwest.org.uk

Applicant Name

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Stage Two – Award

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 for each question the minimum requirement is for the Applicant to respond Yes.

Question Number	Questions	Response
1	Applicants are to confirm that they will comply with all the requirements of the Particular Specification for the Lot they are applying for.	Yes / No
Comments:		
2	Applicants are to confirm they will attend appropriate training and provide reports through the Council's Asset management System provided by The Technology Forge, where required.	Yes / No
Comments:		

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 Contract Overview and Particular Specification.

Responses must be relevant to the question and appropriate in length. Supporting information may be submitted, provided that it is clearly 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>Running the Contract</p> <p>Please describe how you are going to operate this Contract to ensure that it is run efficiently and effectively, which will result in meeting the required outcomes.</p> <p>Topics to specifically include:</p> <ul style="list-style-type: none"> • Approach to the mobilisation of this Contract; • What help and support you require during Contract Mobilisation; • Working in partnership with the Property Services Team throughout the life of the Contract. <p>Word Limit: 750 words Arial font 12</p>	5.00%
Response:		
2	<p>Administration and Reporting</p> <p>Please describe how you are going to meet the administration requirements set out in Part 2 Specification Overview and Particular Specification.</p> <p>Topics to specifically include:</p> <ul style="list-style-type: none"> • Details of Management Information you will provide covering your service provision; including in what format 	5.00%

	<p>this will be made available to the Council and how frequently.</p> <p>Word Limit: 750 words Arial font 12</p>	
Response:		
3	<p>Social Value, Sustainability, Environmental Considerations</p> <p>Please set out your organisation's proposals to comply with the Council's ambitions in relation to section 1.21 of Part 2 Specification Contract Overview.</p>	10.00%
Response:		