



Working together

Project Admiral: Refurbishment of town centre tower blocks

REFERENCE: DN357714

PROCUREMENT PROCEDURE: EU RESTRICTED

Supplier Response Document Part F – Mandatory Requirements & Quality Statements

Name of Tenderer:	<<Complete full name of tenderer submitting the information>>	
Deadline for submission: (UK date and time)	DATE:	TBC if selected
	TIME:	23:30

Status:	ISSUED
Version:	1.00
Date:	20/08/2018

Text marked <<BLUE>> must be completed by the Tenderer.

Completed tender documents must be submitted in accordance with the instructions given in the Invitation to Tender.

**APPENDICES SUPPLIED SEPARATELY AND FORMING PART OF OUR PART F
(MANDATORY REQUIREMENTS & QUALITY STATEMENTS) SUBMISSION:**

Appendix Ref.	Appendix Title
Appendix F1	<<Completed by the Tenderer>>
Appendix F2	<<Completed by the Tenderer>>
Appendix F3	<<Completed by the Tenderer>>
Appendix F4	<<Completed by the Tenderer>>

RESPONSE TO SPECIFICATION

Tenderers must provide Quality Statements in response to the questions prefixed “QS” below. Quality Statements must describe how the tenderer will meet the requirements of the contract.

Tenderers are required to respond to all of the questions below.

Please adjust as necessary the size of the ‘response’ box in order to accommodate your response.

Tenderers are referred to the Invitation to Tender and reminded that evaluation of their Quality Statements will account for 60 % of the evaluation.

Mandatory Requirements

Requirements in this section are MANDATORY requirements and MUST be met by Tenderers. Failure to meet any of the Mandatory Requirements will result in the tender being deemed non-compliant and the tender will be discounted from further consideration.

Tenderers are required to read the particular requirements in this section and then select ‘Yes’ for when they can meet the requirement or ‘No’ if they cannot meet the requirement.

No.	Mandatory Requirements (Project Specific)
MR1	DBS checks Please confirm that all contract managers, supervisors and operatives employed on this contract will have passed the necessary checks with Disclosure and Barring Service. (this is required where operative will have direct contact with residents)
	Please confirm you meet this mandatory requirement.
	Response: YES / NO
MR2	Managing the Contract Please confirm that you will have sufficient and suitable staff to deliver this contract from the day of award through to practical completion.
	Please confirm you meet this mandatory requirement.
	Response: YES / NO

Quality Statements

You are required below to respond to a number of questions. Your responses will tell us How, Who, What, Where, When and Why. Your responses are your opportunity to convince us that you should be awarded the contract. Please ensure that your responses are relevant and proportionate. You must respond fully to each question. Do not cross-reference from one response to another.

Once the Authority is satisfied with response documents, they will be incorporated into and form part of the contract.

Responses must be Arial Font Size 12. A word limit is stated for each response. If a response exceeds the stated word limit then the words over that limit will not be read and a score will be awarded on this basis. Information excluded from over-long responses may impact your ability to win the contract.

Please read the Specification carefully and complete your responses where indicated.

Depending on the response given a score of 0 to 10 will be given per question.

The evaluation methodology is described in the Invitation to Tender.

QS2	Community Engagement, Consultation and Resident Welfare 1 Given the scale of this major refurbishment project what impact do you foresee on residents, their homes and neighbourhoods?
	Response: Word limit: 1,000 words, appendices and attachments will be evaluated <<RESPONSE>>
QS3	Resident Welfare 2 What are your proposals to keep residents fully engaged in this project?
	Response: Word limit: 1,000 words, appendices and attachments will be evaluated <<RESPONSE>>
QS4	Resourcing & Managing Works 2 Please provide detailed information on the work areas that will be required to be sub- contracted out and set out how you intend to manage the performance of these sub-contractors throughout the duration of this contract.
	Response: Word limit: 1,000 words, appendices and attachments will be evaluated <<RESPONSE>>
QS5	Implementation Plan Please provide a Method Statement on how you intend to manage the mobilisation period from Contract award. Please provide a detailed timeline to show the stages of mobilisation.
	Response: Word limit: 500 words, appendices and attachments will be evaluated <<RESPONSE>>

QS6	Project Design 1 Please provide details of how you intend to continue the design process during the contract and at what stages would you expect designs to be completed and approved.
	Response: Word limit: 500 words, appendices and attachments will be evaluated <<RESPONSE>>
QS7	Project Design 2 Late design decisions could impact on the progress of the project. Please explain how you will mitigate any risk caused by a late design decision.
	Response: Word limit: 500 words, appendices and attachments will be evaluated <<RESPONSE>>
QS8	Site Restrictions and logistics 1 Please provide details of how you expect to programme the works. Please provide details of your proposed phasing of the works and how you will supply materials and labour.
	Response: Word limit: 1,000 words, appendices and attachments will be evaluated <<RESPONSE>>
QS9	Crane Operations Please provide details of how you will carry out the removal of the existing balconies and the construction of the new balconies given that some roads around each block must remain in use and the available land to site a crane is restricted.
	Response: Word limit: 1,000 words, appendices and attachments will be evaluated <<RESPONSE>>
QS10	Health & Safety Please identify what you consider to be the three most significant risks in delivering this project and how you will go about mitigating/managing those risks.
	Response: Word limit: 500 words, appendices and attachments will be evaluated <<RESPONSE>>
QS11	Site Access Due to the confines of the site and the limited local parking, how would you propose to access the site and where would you locate a site compound?
	Response: Word limit: 500 words, appendices and attachments will be evaluated <<RESPONSE>>