



TENDER RESPONSE – PART D – QUALITY EVALUATION FOR RECYCLING, REUSE & DISPOSAL OF WASTE

Strategic Procurement

DN 710537

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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>Bidder's approach to method statement</p> <p>Please provide a method statement of how you would operate for each material stream/Lot that you are tendering for. Provide a separate method statement per material stream/Lot. Whilst you can show multiple material streams/Lots per page please keep each separate and clearly marked.</p> <p>The Supplier should meet the requirements as described in the Specification but are allowed to also state alternative methods of collection and disposal if they are quoted for separately and have a separate statement explaining how they will operate.</p> <p>All material streams/Lots quoted for in the Pricing Schedule should have a corresponding section within the method statement.</p> <p>A separate method statement should be provided if you are tendering for both yourselves carrying out the haulage or if you require BCP Council to haul the material stream/Lot(s) you are tendering for.</p> <p>If you are tendering to include the haulage, it should be made clear if you will be providing suitable sized skips/containers. Note: BCP Council will not haul another party's skips/containers.</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 D1 - 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 6 A4 pages.</p>
D2	<p>Bidder's details/evidence of providing similar work</p> <p>Please provide details of how you have carried out a similar service to manage the material stream/Lot(s) you are tendering for.</p> <p>You should provide details of the length of time the service/contract was carried out, the annual value, how you managed the operations and any other relevant information.</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 - 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 2 A4 pages.</p>
D3	<p>Bidder's approach to approach to contingency delivery/disposal point</p> <p>Please explain your contingency plan so you can continue to manage the material stream/Lot(s) you are tendering for in the event that your depot or facility you are transferring the material streams to is unavailable so that collections can continue uninterrupted.</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 - 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 2 A4 pages.</p>
D4	<p>Bidder's approach to resourcing</p> <p>Please list all relevant members of your staff that would be involved with this contract, including details of the experience of the contract manager</p> <p>If you are providing some or all of the haulage for the material streams you are tendering for please list the vehicles that would be used (type, size, weight etc.) and any backup vehicles that could be deployed in the event of a breakdown.</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 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 2 A4 pages.</p>
D5	<p>Bidder's approach to sustainability</p> <p>Wherever possible we require our contracts to deliver sustainability benefits within our local economic area. Please describe the sustainability benefits that you will bring to the BCP area as a direct consequence of winning the contract. Examples of benefits that you might commit to include but are not limited to the following:</p> <ul style="list-style-type: none"> • Reducing your carbon footprint, and the corresponding reduction of carbon in the BCP area • Use of alternative fuels such as electric/gas/cooking oil • Having a depot/treatment/disposal point within close proximity to a BCP Council recycling centre • Alternative methods of waste operation • Employment and ongoing training of local staff <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>