

**AWARD QUESTIONNAIRE RESPONSE GUIDANCE, EVALUATION AND MARKING SCHEME**

**RM6282 STORAGE, DISTRIBUTION, KITTING & ASSOCIATED SERVICES**

**REFERENCE NUMBER**

**RM6282**

**ATTACHMENT 2C**

**INTRODUCTION**

* 1. This document provides an overview of the methodology which will be adopted by the Authority to evaluate your response to each question set out within the award questionnaire. It also sets out the marking scheme which will apply. For the avoidance of doubt, references to “you” in this document shall be references to the bidder.
  2. The defined terms used in the Framework Schedule 1 (Definitions) shall apply to this document.

1. **OVERVIEW**
   1. The award questionnaire is broken down into the following sections:

SECTION A – MANDATORY QUESTIONS

SECTION B – SOCIAL VALUE QUESTION (QUALITY PART 1) APPLICABLE TO ALL LOTS

SECTION C - GENERIC SCORED QUESTION (QUALITY PART 2) APPLICABLE TO ALL LOTS

SECTION D – LOT 1a ONLY SCORED QUESTION

SECTION E - LOT 1b ONLY SCORED QUESTION

SECTION F - LOT 1c ONLY SCORED QUESTION

SECTION G - LOT 1d ONLY SCORED QUESTION

SECTION H - LOT 1e ONLY SCORED QUESTION

SECTION I - LOT 2 ONLY SCORED QUESTION

SECTION J - LOT 3a ONLY SCORED QUESTION

SECTION K– LOT 3b ONLY SCORED QUESTION

SECTION L– LOT 3c ONLY SCORED QUESTION

SECTION M– LOT 4a ONLY SCORED QUESTION

SECTION N– LOT 4b ONLY SCORED QUESTION

SECTION O– LOT 5 ONLY SCORED QUESTION

SECTION P– LOT 6 ONLY SCORED QUESTION

SECTION Q– LOT 7a ONLY SCORED QUESTION

SECTION R– LOT 7b ONLY SCORED QUESTION

SECTION S– LOT 7c ONLY SCORED QUESTION

SECTION T– LOT 7d ONLY SCORED QUESTION

* 1. If you fail to provide a response to any applicable question of the award questionnaire, your Tender may be deemed to be non-compliant. If a Tender is deemed to be non-compliant, the Tender will be rejected and excluded from further participation in this Procurement.
  2. Please ensure you fully read the question AND response guidance AND marking scheme before forming your response.
  3. Please refer to Paragraph 12 Final Decision to Award in Attachment 2 How to Bid for a worked example of how your overall score for quality and price will be calculated for each Lot.

**SECTION A – MANDATORY QUESTIONS**

A summary of all the questions contained within the award questionnaire, along with the marking scheme and maximum score available for each question is set out below:

| **SECTION A – MANDATORY QUESTIONS** | | |  |
| --- | --- | --- | --- |
| **Section** | **Question Type** | **Marking Scheme** | **Lot** |
| A1A | Compliance with Annex 1 Framework  Schedule 1 (Specification) for Lot 1a | Pass/Fail | Lot 1a |
| A1B | Compliance with Annex 1 Framework  Schedule 1 (Specification) for Lot 1b | Pass/Fail | Lot 1b |
| A1C | Compliance with Annex 1 Framework  Schedule 1 (Specification) for Lot 1c | Pass/Fail | Lot 1c |
| A1D | Compliance with Annex 1 Framework  Schedule 1 (Specification) for Lot 1d | Pass/Fail | Lot 1d |
| A1E | Compliance with Annex 1 Framework  Schedule 1 (Specification) for Lot 1e | Pass/Fail | Lot 1e |
| A2 | Compliance with Annex 2 Framework  Schedule 1 (Specification) for Lot 2 | Pass/Fail | Lot 2 |
| A3A | Compliance with Annex 3 Framework  Schedule 1 (Specification) for Lot 3a | Pass/Fail | Lot 3a |
| A3B | Compliance with Annex 3 Framework  Schedule 1 (Specification) for Lot 3b | Pass/Fail | Lot 3b |
| A3C | Compliance with Annex 3 Framework  Schedule 1 (Specification) for Lot 3c | Pass/Fail | Lot 3c |
| A41 | Compliance with Annex 4 Framework  Schedule 1 (Specification) for Lot 4a | Pass/Fail | Lot 4a |
| A42 | Compliance with Annex 4 Framework  Schedule 1 (Specification) for Lot 4b | Pass/Fail | Lot 4b |
| A5 | Compliance with Annex 5 Framework  Schedule 1 (Specification) for Lot 5 | Pass/Fail | Lot 5 |
| A6 | Compliance with Annex 6 Framework  Schedule 1 (Specification) for Lot 6 | Pass/Fail | Lot 6 |
| A71 | Compliance with Annex 7 Framework  Schedule 1 (Specification) for Lot 7a | Pass/Fail | Lot 7a |
| A72 | Compliance with Annex 7 Framework  Schedule 1 (Specification) for Lot 7b | Pass/Fail | Lot 7b |
| A73 | Compliance with Annex 7 Framework  Schedule 1 (Specification) for Lot 7c | Pass/Fail | Lot 7c |
| A74 | Compliance with Annex 7 Framework  Schedule 1 (Specification) for Lot 7d | Pass/Fail | Lot 7d |

**SECTION B – GENERIC SOCIAL VALUE QUESTION (QUALITY PART 1) APPLICABLE TO ALL LOTS**

| **SECTION B – SOCIAL VALUE QUESTION APPLICABLE TO ALL LOTS** | | | | SECTION WEIGHTING  10% |
| --- | --- | --- | --- | --- |
| **Section** | **Question Type** | **Marking Scheme** | **Question Weighting** | **Lot** |
| B1 | Social Value | 0/33/66/100 | 100 | All Lots |

**SECTION C – GENERIC SCORED QUESTION (QUALITY PART 2) APPLICABLE TO ALL LOTS**

| **SECTION C – GENERIC SCORED QUESTION APPLICABLE TO ALL LOTS** | | | | SECTION WEIGHTING  50% |
| --- | --- | --- | --- | --- |
| **Section** | **Question Type** | **Marking Scheme** | **Question Weighting** | **Lot** |
| C1 | Value for Money | 0/33/66/100 | 40 | All Lots |

**SECTION D – LOT 1a ONLY QUESTION**

| **SECTION D – LOT 1a ONLY QUESTION** | | | | |
| --- | --- | --- | --- | --- |
| **Section** | | **Question Type** | **Marking Scheme** | **Question Weighting** |
| D1 | Lot 1a- International Warehouse Storage  **If you are bidding for Lot 1a you have to answer this question.** | Text Box | 0/33/66/100 | 60 |

**SECTION E – LOT 1b ONLY QUESTION**

| **SECTION E – LOT 1b ONLY QUESTION** | | | | |
| --- | --- | --- | --- | --- |
| **Section** | | **Question Type** | **Marking Scheme** | **Question Weighting** |
| E1 | Lot 1b - Air Freight and Air Charter Services  **If you are bidding for Lot 1b you have to answer this question.** | Text Box | 0/33/66/100 | 60 |

**SECTION F – LOT 1c ONLY QUESTION**

| **SECTION F– LOT 1c ONLY QUESTION** | | | | |
| --- | --- | --- | --- | --- |
| **Section** | | **Question Type** | **Marking Scheme** | **Question Weighting** |
| F1 | Lot 1c - Rail Freight  **If you are bidding for Lot 1c you have to answer this question.** | Text Box | 0/33/66/100 | 60 |

**SECTION G – LOT 1d ONLY QUESTION**

| **SECTION G– LOT 1d ONLY QUESTION** | | | | |
| --- | --- | --- | --- | --- |
| **Section** | | **Question Type** | **Marking Scheme** | **Question Weighting** |
| G1 | Lot 1d - Road Freight  **If you are bidding for Lot 1d you have to answer this question.** | Text Box | 0/33/66/100 | 60 |

**SECTION H – LOT 1e ONLY QUESTION**

| **SECTION H– LOT 1e ONLY QUESTION** | | | | |
| --- | --- | --- | --- | --- |
| **Section** | | **Question Type** | **Marking Scheme** | **Question Weighting** |
| H1 | Lot 1e - Sea Freight  **If you are bidding for Lot 1e you have to answer this question.** | Text Box | 0/33/66/100 | 60 |

**SECTION I – LOT 2 ONLY QUESTION**

| **SECTION I – LOT 2 ONLY QUESTION** | | | | |
| --- | --- | --- | --- | --- |
| **Section** | | **Question Type** | **Marking Scheme** | **Question Weighting** |
| I1 | Lot 2- Quality Control  **If you are bidding for Lot 2 you have to answer this question.** | Text Box | 0/33/66/100 | 60 |

**SECTION J – LOT 3a ONLY QUESTION**

| **SECTION J – LOT 3a ONLY QUESTION** | | | | |
| --- | --- | --- | --- | --- |
| **Section** | | **Question Type** | **Marking Scheme** | **Question Weighting** |
| J1 | Lot 3a - Storage  **If you are bidding for Lot 3A you have to answer this question.** | Text Box | 0/33/66/100 | 60 |

**SECTION K – LOT 3b ONLY QUESTION**

| **SECTION K – LOT 3b ONLY QUESTION** | | | | |
| --- | --- | --- | --- | --- |
| **Section** | | **Question Type** | **Marking Scheme** | **Question Weighting** |
| K1 | Lot 3b - Kitting and Fulfilment Solutions and Services  **If you are bidding for Lot 3B you have to answer this question.** | Text Box | 0/33/66/100 | 60 |

**SECTION L – LOT 3c ONLY QUESTION**

| **SECTION L – LOT 3c ONLY QUESTION** | | | | |
| --- | --- | --- | --- | --- |
| **Section** | | **Question Type** | **Marking Scheme** | **Question Weighting** |
| L1 | Lot 3c Transport and Distribution  **If you are bidding for Lot 3c you have to answer this question.** | Text Box | 0/33/66/100 | 60 |

**SECTION M – LOT 4a ONLY QUESTION**

| **SECTION M – LOT 4a ONLY QUESTION** | | | | |
| --- | --- | --- | --- | --- |
| **Section** | | **Question Type** | **Marking Scheme** | **Question Weighting** |
| M1 | Lot 4a - Residential Collections and Drop off points  **If you are bidding for Lot 4a you have to answer this question.** | Text Box | 0/33/66/100 | 60 |

**SECTION N – LOT 4B ONLY QUESTION**

| **SECTION N – LOT 4b ONLY QUESTION** | | | | |
| --- | --- | --- | --- | --- |
| **Section** | | **Question Type** | **Marking Scheme** | **Question Weighting** |
| N1 | Lot 4b - Specialist Collection and Delivery Services  **If you are bidding for Lot 4b you have to answer this question.** | Text Box | 0/33/66/100 | 60 |

**SECTION O – LOT 5 ONLY QUESTIONS**

| **SECTION O – LOT 5 ONLY QUESTION** | | | | |
| --- | --- | --- | --- | --- |
| **Section** | | **Question Type** | **Marking Scheme** | **Question Weighting** |
| O1 | Lot 5 - Disposal and Recycling Services  **If you are bidding for Lot 5 you have to answer this question.** | Text Box | 0/33/66/100 | 60 |

**SECTION P – LOT 6 ONLY QUESTION**

| **SECTION P – LOT 6 ONLY QUESTION** | | | | |
| --- | --- | --- | --- | --- |
| **Section** | | **Question Type** | **Marking Scheme** | **Question Weighting** |
| P1 | Lot 6 - Print Services  **If you are bidding for Lot 6 you have to answer this question.** | Text Box | 0/33/66/100 | 60 |

**SECTION Q – LOT 7a ONLY QUESTION**

| **SECTION Q – LOT 7a ONLY QUESTION** | | | | |
| --- | --- | --- | --- | --- |
| **Section** | | **Question Type** | **Marking Scheme** | **Question Weighting** |
| Q1 | Lot 7a - Cardboard Packaging  **If you are bidding for Lot 7a you have to answer this question.** | Text Box | 0/33/66/100 | 60 |

**SECTION R – LOT 7b ONLY QUESTION**

| **SECTION R – LOT 7b ONLY QUESTION** | | | | |
| --- | --- | --- | --- | --- |
| **Section** | | **Question Type** | **Marking Scheme** | **Question Weighting** |
| R1 | Lot 7b - Corrugated Packaging  **If you are bidding for Lot 7b you have to answer this question.** | Text Box | 0/33/66/100 | 60 |

**SECTION S – LOT 7c ONLY QUESTION**

| **SECTION S – LOT 7c ONLY QUESTION** | | | | |
| --- | --- | --- | --- | --- |
| **Section** | | **Question Type** | **Marking Scheme** | **Question Weighting** |
| S1 | Lot 7c - Plastic and Security Packaging  **If you are bidding for Lot 7c you have to answer this question.** | Text Box | 0/33/66/100 | 60 |

**SECTION T – LOT 7d ONLY QUESTION**

| **SECTION T – LOT 7d ONLY QUESTION** | | | | |
| --- | --- | --- | --- | --- |
| **Section** | | **Question Type** | **Marking Scheme** | **Question Weighting** |
| T1 | Lot 7d - Medical Packaging  **If you are bidding for Lot 7d you have to answer this question.** | Text Box | 0/33/66/100 | 60 |

| **SECTION U – COMMERCIAL PRICING 40% Weighting** | | | |
| --- | --- | --- | --- |
| **Section** | | **Question Type** | **Weighting** |
| PQ1 | Please upload your completed Attachment 3a Pricing Matrix for Lot 1a | Attachment | 40 |
| PQ2 | Please upload your completed Attachment 3b Pricing Matrix for Lot 1b | Attachment | 40 |
| PQ3 | Please upload your completed Attachment 3c Pricing Matrix for Lot 1c | Attachment | 40 |
| PQ4 | Please upload your completed Attachment 3d Pricing Matrix for Lot 1d | Attachment | 40 |
| PQ5 | Please upload your completed Attachment 3e Pricing Matrix for Lot 1e | Attachment | 40 |
| PQ6 | Please upload your completed Attachment 3f Pricing Matrix for Lot 2 | Attachment | 40 |
| PQ7 | Please upload your completed Attachment 3g Pricing Matrix for Lot 3a | Attachment | 40 |
| PQ8 | Please upload your completed Attachment 3h Pricing Matrix for Lot 3b | Attachment | 40 |
| PQ9 | Please upload your completed Attachment 3i Pricing Matrix for Lot 3c | Attachment | 40 |
| PQ10 | Please upload your completed Attachment 3j Pricing Matrix for Lot 4a | Attachment | 40 |
| PQ11 | Please upload your completed Attachment 3k Pricing Matrix for Lot 4b | Attachment | 40 |
| PQ12 | Please upload your completed Attachment 3l Pricing Matrix for Lot 5 | Attachment | 40 |
| PQ13 | Please upload your completed Attachment 3m Pricing Matrix for Lot 6 | Attachment | 40 |
| PQ14 | Please upload your completed Attachment 3n Pricing Matrix for Lot 7a | Attachment | 40 |
| PQ15 | Please upload your completed Attachment 3o Pricing Matrix for Lot 7b | Attachment | 40 |
| PQ16 | Please upload your completed Attachment 3p Pricing Matrix for Lot 7c | Attachment | 40 |
| PQ17 | Please upload your completed Attachment 3q Pricing Matrix for Lot 7d | Attachment | 40 |

**SECTION A – MANDATORY QUESTIONS**

| **Section A – Mandatory service requirements** | |
| --- | --- |
| **A1A Compliance with Framework Schedule 1 (Specification) – Lot 1a only** | |
| If you are awarded a framework contract, will you unreservedly deliver in full the mandatory service requirements for Lot 1a as set out in **Annex 1 Framework Schedule 1 (Specification).**  Please answer ‘Yes’ or ‘No’ or N/A if you are not applying for Lot 1a.  **Yes** - You will unreservedly deliver in full the Lot 1a mandatory service requirements as set out in **Annex 1 Framework Schedule 1 (Specification).**  **No** - You will not, or cannot, deliver in full the services requirements for Lot 1a as set out in **Annex 1 Framework Schedule 1 (Specification).**  **N/A** - You are not applying for Lot 1a. | |
| **A1A Response guidance**  This is a Pass/Fail question.  If you cannot or are unwilling to select ‘Yes’ to this question, you will be disqualified from further participation in this competition.  You are required to select either option YES, NO or N/A from the drop down list.  Providing a ‘Yes’ response means you will unreservedly deliver in full the Lot 1a service requirements as set out in **Annex 1 Framework Schedule 1 (Specification)**.  If you select ‘No’ (or do not answer the question) to indicate that you will not, or cannot, deliver in full the Lot 1a service requirements as set out in **Annex 1 Framework Schedule 1 (Specification)** you will be excluded from further participation in this competition. | |
| **Marking scheme** | **Evaluation guidance** |
| Pass | You have selected option ‘Yes’ confirming that you will unreservedly deliver in full the Lot 1a mandatory service requirements as set out in **Annex 1 Framework Schedule 1 (Specification).**  OR  You have selected option N/A confirming that you are not applying for Lot 1a. |
| Fail | You have selected ‘No’ confirming that you will not, or cannot, deliver in full the Lot 1a service requirements as set out in **Annex 1 Framework Schedule 1 (Specification).**  OR  You have not selected either ‘Yes’ or ‘No’ or N/A. |

| **Section A – Mandatory service requirements** | |
| --- | --- |
| **A1B Compliance with Framework Schedule 1 (Specification) – Lot 1b only** | |
| If you are awarded a framework contract, will you unreservedly deliver in full the service requirements for Lot 1b as set out in **Annex 1 Framework Schedule 1 (Specification).**  Please answer ‘Yes’ or ‘No’ or N/A if you are not applying for Lot 1b.  **Yes** - You will unreservedly deliver in full the Lot 1b mandatory service requirements as set out in **Annex 1 Framework Schedule 1 (Specification).**  **No** - You will not, or cannot, deliver in full the services requirements for Lot 1b as set out in **Annex 1 Framework Schedule 1 (Specification).**  **N/A** - You are not applying for Lot 1b. | |
| **A1B Response guidance**  This is a Pass/Fail question.  If you cannot or are unwilling to select ‘Yes’ to this question, you will be disqualified from further participation in this competition.  You are required to select either option YES, NO or N/A from the drop down list.  Providing a ‘Yes’ response means you will unreservedly deliver in full the Lot 1b service requirements as set out in **Annex 1 Framework Schedule 1 (Specification).**  If you select ‘No’ (or do not answer the question) to indicate that you will not, or cannot, deliver in full the Lot 1b service requirements as set out in **Annex 1 Framework Schedule 1 (Specification)** you will be excluded from further participation in this competition. | |
| **Marking scheme** | **Evaluation guidance** |
| Pass | You have selected option ‘Yes’ confirming that you will unreservedly deliver in full the Lot 1b mandatory service requirements as set out in **Annex 1 Framework Schedule 1 (Specification).**  OR  You have selected option N/A confirming that you are not applying for Lot 1b. |
| Fail | You have selected ‘No’ confirming that you will not, or cannot, deliver in full the Lot 1b service requirements as set out in **Annex 1 Framework Schedule 1 (Specification).**  OR  You have not selected either ‘Yes’ or ‘No’ or N/A. |

| **Section A – Mandatory service requirements** | |
| --- | --- |
| **A1C Compliance with Framework Schedule 1 (Specification) – Lot 1c only** | |
| If you are awarded a framework contract, will you unreservedly deliver in full the service requirements for Lot 1c as set out in **Annex 1 Framework Schedule 1 (Specification).**  Please answer ‘Yes’ or ‘No’ or N/A if you are not applying for Lot 1c.  **Yes -** You will unreservedly deliver in full the Lot 1c mandatory service requirements as set out in **Annex 1 Framework Schedule 1 (Specification).**  **No -**  You will not, or cannot, deliver in full the services requirements for Lot 1c as set out in **Annex 1 Framework Schedule 1 (Specification).**  **N/A -**  You are not applying for Lot 1c. | |
| **A1C Response guidance**  This is a Pass/Fail question.  If you cannot or are unwilling to select ‘Yes’ to this question, you will be disqualified from further participation in this competition.  You are required to select either option YES, NO or N/A from the drop down list.  Providing a ‘Yes’ response means you will unreservedly deliver in full the Lot 1c service requirements as set out in **Annex 1 Framework Schedule 1 (Specification).**  If you select ‘No’ (or do not answer the question) to indicate that you will not, or cannot, deliver in full the Lot 1c service requirements as set out in **Annex 1 Framework Schedule 1 (Specification)** you will be excluded from further participation in this competition. | |
| **Marking scheme** | **Evaluation guidance** |
| Pass | You have selected option ‘Yes’ confirming that you will unreservedly deliver in full the Lot 1c mandatory service requirements as set out in **Annex 1** Framework Schedule 1 (Specification).  OR  You have selected option N/A confirming that you are not applying for Lot 1c. |
| Fail | You have selected ‘No’ confirming that you will not, or cannot, deliver in full the Lot 1c service requirements as set out in **Annex 1 Framework Schedule 1 (Specification).**  OR  You have not selected either ‘Yes’ or ‘No’ or N/A. |

| **Section A – Mandatory service requirements** | |
| --- | --- |
| **A1D Compliance with Framework Schedule 1 (Specification) – Lot 1d only** | |
| If you are awarded a framework contract, will you unreservedly deliver in full the service requirements for Lot 1d as set out in **Annex 1 Framework Schedule 1 (Specification).**  Please answer ‘Yes’ or ‘No’ or N/A if you are not applying for Lot 1d.  **Yes** - You will unreservedly deliver in full the Lot 1d mandatory service requirements as set out in **Annex 1 Framework Schedule 1 (Specification).**  **No** - You will not, or cannot, deliver in full the services requirements for Lot 1d as set out in **Annex 1 Framework Schedule 1 (Specification)**.  **N/A** - You are not applying for Lot 1d. | |
| **A1D Response guidance**  This is a Pass/Fail question.  If you cannot or are unwilling to select ‘Yes’ to this question, you will be disqualified from further participation in this competition.  You are required to select either option YES, NO or N/A from the drop down list.  Providing a ‘Yes’ response means you will unreservedly deliver in full the Lot 1d service requirements as set out in **Annex 1 Framework Schedule 1 (Specification).**  If you select ‘No’ (or do not answer the question) to indicate that you will not, or cannot, deliver in full the Lot 1d service requirements as set out in **Annex 1 Framework Schedule 1 (Specification)** you will be excluded from further participation in this competition. | |
| **Marking scheme** | **Evaluation guidance** |
| Pass | You have selected option ‘Yes’ confirming that you will unreservedly deliver in full the Lot 1d mandatory service requirements as set out in **Annex 1 Framework Schedule 1 (Specification).**  OR  You have selected option N/A confirming that you are not applying for Lot 1d. |
| Fail | You have selected ‘No’ confirming that you will not, or cannot, deliver in full the Lot 1d service requirements as set out in **Annex 1 Framework Schedule 1 (Specification).**  OR  You have not selected either ‘Yes’ or ‘No’ or N/A. |

| **Section A – Mandatory service requirements** | |
| --- | --- |
| **A1E Compliance with Framework Schedule 1 (Specification) – Lot 1e only** | |
| If you are awarded a framework contract, will you unreservedly deliver in full the service requirements for Lot 1e as set out in **Annex 1 Framework Schedule 1 (Specification).**  Please answer ‘Yes’ or ‘No’ or N/A if you are not applying for Lot 1e.  **Yes** - You will unreservedly deliver in full the Lot 1e mandatory service requirements as set out in **Annex 1 Framework Schedule 1 (Specification).**  **No** - You will not, or cannot, deliver in full the services requirements for Lot 1e as set out in **Annex 1 Framework Schedule 1 (Specification).**  **N/A** - You are not applying for Lot 1e. | |
| **A1E Response guidance**  This is a Pass/Fail question.  If you cannot or are unwilling to select ‘Yes’ to this question, you will be disqualified from further participation in this competition.  You are required to select either option YES, NO or N/A from the drop down list.  Providing a ‘Yes’ response means you will unreservedly deliver in full the Lot 1e service requirements as set out in **Annex 1 Framework Schedule 1 (Specification).**  If you select ‘No’ (or do not answer the question) to indicate that you will not, or cannot, deliver in full the Lot 1e service requirements as set out in **Annex 1 Framework Schedule 1 (Specification)** you will be excluded from further participation in this competition. | |
| **Marking scheme** | **Evaluation guidance** |
| Pass | You have selected option ‘Yes’ confirming that you will unreservedly deliver in full the Lot 1e mandatory service requirements as set out in **Annex 1 Framework Schedule 1 (Specification).**  OR  You have selected option N/A confirming that you are not applying for Lot 1e. |
| Fail | You have selected ‘No’ confirming that you will not, or cannot, deliver in full the Lot 1e service requirements as set out in **Annex 1 Framework Schedule 1 (Specification).**  OR  You have not selected either ‘Yes’ or ‘No’ or N/A. |

| **Section A – Mandatory service requirements** | |
| --- | --- |
| **A2 Compliance with Framework Schedule 1 (Specification) – Lot 2 only** | |
| If you are awarded a framework contract, will you unreservedly deliver in full the service requirements for Lot 2 as set out in **Annex 2 Framework Schedule 1 (Specification).**  Please answer ‘Yes’ or ‘No’ or N/A if you are not applying for Lot 2.  **Yes** - You will unreservedly deliver in full the Lot 2 mandatory service requirements as set out in **Annex 2 Framework Schedule 1 (Specification).**  **No** - You will not, or cannot, deliver in full the services requirements for Lot 2 as set out in **Annex 2 Framework Schedule 1 (Specification).**  **N/A** - You are not applying for Lot 2. | |
| **A2 Response guidance**  This is a Pass/Fail question.  If you cannot or are unwilling to select ‘Yes’ to this question, you will be disqualified from further participation in this competition.  You are required to select either option YES, NO or N/A from the drop down list.  Providing a ‘Yes’ response means you will unreservedly deliver in full the Lot 2 service requirements as set out in **Annex 2 Framework Schedule 1 (Specification).**  If you select ‘No’ (or do not answer the question) to indicate that you will not, or cannot, deliver in full the Lot 2 service requirements as set out in **Annex 2 Framework Schedule 1 (Specification)** you will be excluded from further participation in this competition. | |
| **Marking scheme** | **Evaluation guidance** |
| Pass | You have selected option ‘Yes’ confirming that you will unreservedly deliver in full the Lot 2 mandatory service requirements as set out in **Annex 2 Framework Schedule 1 (Specification).**  OR  You have selected option N/A confirming that you are not applying for Lot 2 |
| Fail | You have selected ‘No’ confirming that you will not, or cannot, deliver in full the Lot 2 service requirements as set out in **Annex 2 Framework Schedule 1 (Specification).**  OR  You have not selected either ‘Yes’ or ‘No’ or N/A. |

| **Section A – Mandatory service requirements** | |
| --- | --- |
| **A3A Compliance with Framework Schedule 1 (Specification) – Lot 3a only** | |
| If you are awarded a framework contract, will you unreservedly deliver in full the service requirements for Lot 3a as set out in **Annex 3 Framework Schedule 1 (Specification).**  Please answer ‘Yes’ or ‘No’ or N/A if you are not applying for Lot 3a.  **Yes** - You will unreservedly deliver in full the Lot 3a mandatory service requirements as set out in **Annex 3** Framework Schedule 1 (Specification).  **No** - You will not, or cannot, deliver in full the services requirements for Lot 3a as set out in **Annex 3** Framework Schedule 1 (Specification).  **N/A** - You are not applying for Lot 3a. | |
| **A3A Response guidance**  This is a Pass/Fail question.  If you cannot or are unwilling to select ‘Yes’ to this question, you will be disqualified from further participation in this competition.  You are required to select either option YES, NO or N/A from the drop down list.  Providing a ‘Yes’ response means you will unreservedly deliver in full the Lot 3a service requirements as set out in **Annex 3 Framework Schedule 1 (Specification).**  If you select ‘No’ (or do not answer the question) to indicate that you will not, or cannot, deliver in full the Lot 3a service requirements as set out in **Annex 3 Framework Schedule 1 (Specification)** you will be excluded from further participation in this competition. | |
| **Marking scheme** | **Evaluation guidance** |
| Pass | You have selected option ‘Yes’ confirming that you will unreservedly deliver in full the Lot 3a mandatory service requirements as set out in **Annex 3 Framework Schedule 1 (Specification).**  OR  You have selected option N/A confirming that you are not applying for Lot 3a |
| Fail | You have selected ‘No’ confirming that you will not, or cannot, deliver in full the Lot 3a service requirements as set out in **Annex 3 Framework Schedule 1 (Specification).**  OR  You have not selected either ‘Yes’ or ‘No’ or N/A. |

| **Section A – Mandatory service requirements** | |
| --- | --- |
| **A3B Compliance with Framework Schedule 1 (Specification) – Lot 3b only** | |
| If you are awarded a framework contract, will you unreservedly deliver in full the service requirements for Lot 3b as set out in **Annex 3 Framework Schedule 1 (Specification).**  Please answer ‘Yes’ or ‘No’ or N/A if you are not applying for Lot 3b.  **Yes** - You will unreservedly deliver in full the Lot 3b mandatory service requirements as set out in **Annex 3 Framework Schedule 1 (Specification).**  **No** - You will not, or cannot, deliver in full the services requirements for Lot 3b as set out in **Annex 3 Framework Schedule 1 (Specification).**  **N/A** - You are not applying for Lot 3b. | |
| **A3B Response guidance**  This is a Pass/Fail question.  If you cannot or are unwilling to select ‘Yes’ to this question, you will be disqualified from further participation in this competition.  You are required to select either option YES, NO or N/A from the drop down list.  Providing a ‘Yes’ response means you will unreservedly deliver in full the Lot 3b service requirements as set out in **Annex 3 Framework Schedule 1 (Specification).**  If you select ‘No’ (or do not answer the question) to indicate that you will not, or cannot, deliver in full the Lot 3b service requirements as set out in **Annex 3 Framework Schedule 1 (Specification)** you will be excluded from further participation in this competition. | |
| **Marking scheme** | **Evaluation guidance** |
| Pass | You have selected option ‘Yes’ confirming that you will unreservedly deliver in full the Lot 3b mandatory service requirements as set out in **Annex 3 Framework Schedule 1 (Specification).**  OR  You have selected option N/A confirming that you are not applying for Lot 3b |
| Fail | You have selected ‘No’ confirming that you will not, or cannot, deliver in full the Lot 3b service requirements as set out in **Annex 3 Framework Schedule 1 (Specification).**  OR  You have not selected either ‘Yes’ or ‘No’ or N/A. |

| **Section A – Mandatory service requirements** | |
| --- | --- |
| **A3C Compliance with Framework Schedule 1 (Specification) – Lot 3c only** | |
| If you are awarded a framework contract, will you unreservedly deliver in full the service requirements for Lot 3c as set out in **Annex 3 Framework Schedule 1 (Specification).**  Please answer ‘Yes’ or ‘No’ or N/A if you are not applying for Lot 3c.  **Yes** - You will unreservedly deliver in full the Lot 3c mandatory service requirements as set out in **Annex 3 Framework Schedule 1 (Specification).**  **No** - You will not, or cannot, deliver in full the services requirements for Lot 3c as set out in **Annex 3 Framework Schedule 1 (Specification).**  **N/A** - You are not applying for Lot 3c. | |
| **A3C Response guidance**  This is a Pass/Fail question.  If you cannot or are unwilling to select ‘Yes’ to this question, you will be disqualified from further participation in this competition.  You are required to select either option YES, NO or N/A from the drop down list.  Providing a ‘Yes’ response means you will unreservedly deliver in full the Lot 3c service requirements as set out in **Annex 3 Framework Schedule 1 (Specification).**  If you select ‘No’ (or do not answer the question) to indicate that you will not, or cannot, deliver in full the Lot 3c service requirements as set out in **Annex 3 Framework Schedule 1 (Specification)** you will be excluded from further participation in this competition. | |
| **Marking scheme** | **Evaluation guidance** |
| Pass | You have selected option ‘Yes’ confirming that you will unreservedly deliver in full the Lot 3c mandatory service requirements as set out in **Annex 3 Framework Schedule 1 (Specification).**  OR  You have selected option N/A confirming that you are not applying for Lot 3c |
| Fail | You have selected ‘No’ confirming that you will not, or cannot, deliver in full the Lot 3c service requirements as set out in **Annex 3 Framework Schedule 1 (Specification).**  OR  You have not selected either ‘Yes’ or ‘No’ or N/A. |

| **Section A – Mandatory service requirements** | |
| --- | --- |
| **A4A Compliance with Framework Schedule 1 (Specification) – Lot 4a only** | |
| If you are awarded a framework contract, will you unreservedly deliver in full the service requirements for Lot 4a as set out in **Annex 4 Framework Schedule 1 (Specification).**  Please answer ‘Yes’ or ‘No’ or N/A if you are not applying for Lot 4a.  **Yes** - You will unreservedly deliver in full the Lot 4a mandatory service requirements as set out in **Annex 4 Framework Schedule 1 (Specification).**  **No** - You will not, or cannot, deliver in full the services requirements for Lot 4a as set out in **Annex 4 Framework Schedule 1 (Specification).**  **N/A** - You are not applying for Lot 4a. | |
| **A4A Response guidance**  This is a Pass/Fail question.  If you cannot or are unwilling to select ‘Yes’ to this question, you will be disqualified from further participation in this competition.  You are required to select either option YES, NO or N/A from the drop down list.  Providing a ‘Yes’ response means you will unreservedly deliver in full the Lot 4a service requirements as set out in **Annex 4 Framework Schedule 1 (Specification).**  If you select ‘No’ (or do not answer the question) to indicate that you will not, or cannot, deliver in full the Lot 4a service requirements as set out in **Annex 4 Framework Schedule 1 (Specification)** you will be excluded from further participation in this competition. | |
| **Marking scheme** | **Evaluation guidance** |
| Pass | You have selected option ‘Yes’ confirming that you will unreservedly deliver in full the Lot 4a mandatory service requirements as set out in **Annex 4 Framework Schedule 1 (Specification).**  OR  You have selected option N/A confirming that you are not applying for Lot 4a |
| Fail | You have selected ‘No’ confirming that you will not, or cannot, deliver in full the Lot 4a service requirements as set out in **Annex 4 Framework Schedule 1 (Specification).**  OR  You have not selected either ‘Yes’ or ‘No’ or N/A. |

| **Section A – Mandatory service requirements** | |
| --- | --- |
| **A4B Compliance with Framework Schedule 1 (Specification) – Lot 4b only** | |
| If you are awarded a framework contract, will you unreservedly deliver in full the service requirements for Lot 4b as set out in **Annex 4 Framework Schedule 1 (Specification).**  Please answer ‘Yes’ or ‘No’ or N/A if you are not applying for Lot 4b.  **Yes** - You will unreservedly deliver in full the Lot 4b mandatory service requirements as set out in **Annex 4 Framework Schedule 1 (Specification).**  **No** - You will not, or cannot, deliver in full the services requirements for Lot 4b as set out in **Annex 4 Framework Schedule 1 (Specification).**  **N/A** - You are not applying for Lot 4b. | |
| **A4B Response guidance**  This is a Pass/Fail question.  If you cannot or are unwilling to select ‘Yes’ to this question, you will be disqualified from further participation in this competition.  You are required to select either option YES, NO or N/A from the drop down list.  Providing a ‘Yes’ response means you will unreservedly deliver in full the Lot 4b service requirements as set out in **Annex 4 Framework Schedule 1 (Specification).**  If you select ‘No’ (or do not answer the question) to indicate that you will not, or cannot, deliver in full the Lot 4b service requirements as set out in **Annex 4 Framework Schedule 1 (Specification)** you will be excluded from further participation in this competition. | |
| **Marking scheme** | **Evaluation guidance** |
| Pass | You have selected option ‘Yes’ confirming that you will unreservedly deliver in full the Lot 4b mandatory service requirements as set out in **Annex 4 Framework Schedule 1 (Specification).**  OR  You have selected option N/A confirming that you are not applying for Lot 4b |
| Fail | You have selected ‘No’ confirming that you will not, or cannot, deliver in full the Lot 4b service requirements as set out in **Annex 4 Framework Schedule 1 (Specification).**  OR  You have not selected either ‘Yes’ or ‘No’ or N/A. |

| **Section A – Mandatory service requirements** | |
| --- | --- |
| **A5 Compliance with Framework Schedule 1 (Specification) – Lot 5 only** | |
| If you are awarded a framework contract, will you unreservedly deliver in full the service requirements for Lot 5 as set out in **Annex 5 Framework Schedule 1 (Specification).**  Please answer ‘Yes’ or ‘No’ or N/A if you are not applying for Lot 5.  **Yes** - You will unreservedly deliver in full the Lot 5 mandatory service requirements as set out in **Annex 5 Framework Schedule 1 (Specification).**  **No** - You will not, or cannot, deliver in full the services requirements for Lot 5 as set out in **Annex 5 Framework Schedule 1 (Specification).**  **N/A** - You are not applying for Lot 5. | |
| **A5 Response guidance**  This is a Pass/Fail question.  If you cannot or are unwilling to select ‘Yes’ to this question, you will be disqualified from further participation in this competition.  You are required to select either option YES, NO or N/A from the drop down list.  Providing a ‘Yes’ response means you will unreservedly deliver in full the Lot 5 service requirements as set out in **Annex 5 Framework Schedule 1 (Specification).**  If you select ‘No’ (or do not answer the question) to indicate that you will not, or cannot, deliver in full the Lot 5 service requirements as set out in **Annex 5 Framework Schedule 1 (Specification)** you will be excluded from further participation in this competition. | |
| **Marking scheme** | **Evaluation guidance** |
| Pass | You have selected option ‘Yes’ confirming that you will unreservedly deliver in full the Lot 5 mandatory service requirements as set out in **Annex 5 Framework Schedule 1 (Specification).**  OR  You have selected option N/A confirming that you are not applying for Lot 5 |
| Fail | You have selected ‘No’ confirming that you will not, or cannot, deliver in full the Lot 5 service requirements as set out in **Annex 5 Framework Schedule 1 (Specification).**  OR  You have not selected either ‘Yes’ or ‘No’ or N/A. |

| **Section A – Mandatory service requirements** | |
| --- | --- |
| **A6 Compliance with Framework Schedule 1 (Specification) – Lot 6 only** | |
| If you are awarded a framework contract, will you unreservedly deliver in full the service requirements for Lot 6 as set out in **Annex 6 Framework Schedule 1 (Specification).**  Please answer ‘Yes’ or ‘No’ or N/A if you are not applying for Lot 6.  **Yes -**  You will unreservedly deliver in full the Lot 6 mandatory service requirements as set out in **Annex 6 Framework Schedule 1 (Specification)**.  **No -**  You will not, or cannot, deliver in full the services requirements for Lot 6 as set out in **Annex 6 Framework Schedule 1 (Specification).**  **N/A -**  You are not applying for Lot 6. | |
| **A6 Response guidance**  This is a Pass/Fail question.  If you cannot or are unwilling to select ‘Yes’ to this question, you will be disqualified from further participation in this competition.  You are required to select either option YES, NO or N/A from the drop down list.  Providing a ‘Yes’ response means you will unreservedly deliver in full the Lot 6 service requirements as set out in **Annex 6 Framework Schedule 1 (Specification).**  If you select ‘No’ (or do not answer the question) to indicate that you will not, or cannot, deliver in full the Lot 6 service requirements as set out in **Annex 6 Framework Schedule 1 (Specification)** you will be excluded from further participation in this competition. | |
| **Marking scheme** | **Evaluation guidance** |
| Pass | You have selected option ‘Yes’ confirming that you will unreservedly deliver in full the Lot 6 mandatory service requirements as set out in **Annex 6 Framework Schedule 1 (Specification).**  OR  You have selected option N/A confirming that you are not applying for Lot 6 |
| Fail | You have selected ‘No’ confirming that you will not, or cannot, deliver in full the Lot 6 service requirements as set out in **Annex 6 Framework Schedule 1 (Specification).**  OR  You have not selected either ‘Yes’ or ‘No’ or N/A. |

| **Section A – Mandatory service requirements** | |
| --- | --- |
| **A7A Compliance with Framework Schedule 1 (Specification) – Lot 7a only** | |
| If you are awarded a framework contract, will you unreservedly deliver in full the service requirements for Lot 7a as set out in **Annex 7 Framework Schedule 1 (Specification).**  Please answer ‘Yes’ or ‘No’ or N/A if you are not applying for Lot 7a.  **Yes** - You will unreservedly deliver in full the Lot 7a mandatory service requirements as set out in **Annex 7 Framework Schedule 1 (Specification)**.  **No** - You will not, or cannot, deliver in full the services requirements for Lot 7a as set out in **Annex 7 Framework Schedule 1 (Specification).**  **N/A -**  You are not applying for Lot 7a. | |
| **A7A Response guidance**  This is a Pass/Fail question.  If you cannot or are unwilling to select ‘Yes’ to this question, you will be disqualified from further participation in this competition.  You are required to select either option YES, NO or N/A from the drop down list.  Providing a ‘Yes’ response means you will unreservedly deliver in full the Lot 7a service requirements as set out in **Annex 7 Framework Schedule 1 (Specification).**  If you select ‘No’ (or do not answer the question) to indicate that you will not, or cannot, deliver in full the Lot 7a service requirements as set out in **Annex 7 Framework Schedule 1 (Specification)** you will be excluded from further participation in this competition. | |
| **Marking scheme** | **Evaluation guidance** |
| Pass | You have selected option ‘Yes’ confirming that you will unreservedly deliver in full the Lot 7a mandatory service requirements as set out in **Annex 7 Framework Schedule 1 (Specification).**  OR  You have selected option N/A confirming that you are not applying for Lot 7a |
| Fail | You have selected ‘No’ confirming that you will not, or cannot, deliver in full the Lot 7a service requirements as set out in **Annex 7 Framework Schedule 1 (Specification).**  OR  You have not selected either ‘Yes’ or ‘No’ or N/A. |

| **Section A – Mandatory service requirements** | |
| --- | --- |
| **A7B Compliance with Framework Schedule 1 (Specification) – Lot 7b only** | |
| If you are awarded a framework contract, will you unreservedly deliver in full the service requirements for Lot 7b as set out in **Annex 7 Framework Schedule 1 (Specification).**  Please answer ‘Yes’ or ‘No’ or N/A if you are not applying for Lot 7b.  **Yes** - You will unreservedly deliver in full the Lot 7b mandatory service requirements as set out in **Annex 7 Framework Schedule 1 (Specification)**.  **No** - You will not, or cannot, deliver in full the services requirements for Lot 7b as set out in **Annex 7 Framework Schedule 1 (Specification).**  **N/A -**  You are not applying for Lot 7b. | |
| **A7 Response guidance**  This is a Pass/Fail question.  If you cannot or are unwilling to select ‘Yes’ to this question, you will be disqualified from further participation in this competition.  You are required to select either option YES, NO or N/A from the drop down list.  Providing a ‘Yes’ response means you will unreservedly deliver in full the Lot 7b service requirements as set out in **Annex 7 Framework Schedule 1 (Specification).**  If you select ‘No’ (or do not answer the question) to indicate that you will not, or cannot, deliver in full the Lot 7b service requirements as set out in **Annex 7 Framework Schedule 1 (Specification)** you will be excluded from further participation in this competition. | |
| **Marking scheme** | **Evaluation guidance** |
| Pass | You have selected option ‘Yes’ confirming that you will unreservedly deliver in full the Lot 7b mandatory service requirements as set out in **Annex 7 Framework Schedule 1 (Specification).**  OR  You have selected option N/A confirming that you are not applying for Lot 7b |
| Fail | You have selected ‘No’ confirming that you will not, or cannot, deliver in full the Lot 7b service requirements as set out in **Annex 7 Framework Schedule 1 (Specification).**  OR  You have not selected either ‘Yes’ or ‘No’ or N/A. |

| **Section A – Mandatory service requirements** | |
| --- | --- |
| **A7C Compliance with Framework Schedule 1 (Specification) – Lot 7c only** | |
| If you are awarded a framework contract, will you unreservedly deliver in full the service requirements for Lot 7c as set out in **Annex 7 Framework Schedule 1 (Specification).**  Please answer ‘Yes’ or ‘No’ or N/A if you are not applying for Lot 7c.  **Yes** - You will unreservedly deliver in full the Lot 7c mandatory service requirements as set out in **Annex 7 Framework Schedule 1 (Specification)**.  **No** - You will not, or cannot, deliver in full the services requirements for Lot 7c as set out in **Annex 7 Framework Schedule 1 (Specification).**  **N/A -**  You are not applying for Lot 7c. | |
| **A7 Response guidance**  This is a Pass/Fail question.  If you cannot or are unwilling to select ‘Yes’ to this question, you will be disqualified from further participation in this competition.  You are required to select either option YES, NO or N/A from the drop down list.  Providing a ‘Yes’ response means you will unreservedly deliver in full the Lot 7c service requirements as set out in **Annex 7 Framework Schedule 1 (Specification).**  If you select ‘No’ (or do not answer the question) to indicate that you will not, or cannot, deliver in full the Lot 7c service requirements as set out in **Annex 7 Framework Schedule 1 (Specification)** you will be excluded from further participation in this competition. | |
| **Marking scheme** | **Evaluation guidance** |
| Pass | You have selected option ‘Yes’ confirming that you will unreservedly deliver in full the Lot 7 mandatory service requirements as set out in **Annex 7 Framework Schedule 1 (Specification).**  OR  You have selected option N/A confirming that you are not applying for Lot 7c |
| Fail | You have selected ‘No’ confirming that you will not, or cannot, deliver in full the Lot 7c service requirements as set out in **Annex 7 Framework Schedule 1 (Specification).**  OR  You have not selected either ‘Yes’ or ‘No’ or N/A. |

| **Section A – Mandatory service requirements** | |
| --- | --- |
| **A7D Compliance with Framework Schedule 1 (Specification) – Lot 7d only** | |
| If you are awarded a framework contract, will you unreservedly deliver in full the service requirements for Lot 7d as set out in **Annex 7 Framework Schedule 1 (Specification).**  Please answer ‘Yes’ or ‘No’ or N/A if you are not applying for Lot 7d.  **Yes** - You will unreservedly deliver in full the Lot 7d mandatory service requirements as set out in **Annex 7 Framework Schedule 1 (Specification).**  **No** - You will not, or cannot, deliver in full the services requirements for Lot 7d as set out in **Annex 7 Framework Schedule 1 (Specification).**  **N/A** - You are not applying for Lot 7d. | |
| **A8 Response guidance**  This is a Pass/Fail question.  If you cannot or are unwilling to select ‘Yes’ to this question, you will be disqualified from further participation in this competition.  You are required to select either option YES, NO or N/A from the drop down list.  Providing a ‘Yes’ response means you will unreservedly deliver in full the Lot 7d service requirements as set out in **Annex 7 Framework Schedule 1 (Specification).**  If you select ‘No’ (or do not answer the question) to indicate that you will not, or cannot, deliver in full the Lot 7d service requirements as set out in **Annex 7 Framework Schedule 1 (Specification)** you will be excluded from further participation in this competition. | |
| **Marking scheme** | **Evaluation guidance** |
| Pass | You have selected option ‘Yes’ confirming that you will unreservedly deliver in full the Lot 7d mandatory service requirements as set out in **Annex 7 Framework Schedule 1 (Specification).**  OR  You have selected option N/A confirming that you are not applying for Lot 7d |
| Fail | You have selected ‘No’ confirming that you will not, or cannot, deliver in full the Lot 7d service requirements as set out in **Annex 7 Framework Schedule 1 (Specification).**  OR  You have not selected either ‘Yes’ or ‘No’ or N/A. |

**SECTION B – SOCIAL VALUE QUESTION APPLICABLE TO ALL LOTS**

| **B1 Social Value- Applicable to All Lots**  **B1 Requirement:**  CCS requires the Supplier to address Social Value Priority Theme 3 and demonstrate how you will deliver environmental benefits.  You are required to demonstrate how you will influence employee behaviour in order to reduce waste and use resources more efficiently and how you will train and educate your workforce. Please evidence how your organisation will address environmental sustainability promoting sustainable consumption and an improvement in environmental quality in accordance with the mandatory service requirements as set out in paragraph 14 and 15 of **RM6282 Framework Schedule 1 (Specification)**, and in the response guidance for this question. |
| --- |
| **B1 Response Guidance**  All bidders must answer this question once, your response will be duplicated and included in all of your Lot/ Sub Lot submissions.  You must insert your response into the text fields in the eSourcing suite.  In order to satisfy the requirement, and the question associated with the requirement, you must:   1. Demonstrate how you will influence employee behaviour in order to reduce waste and use resources more efficiently in the performance of the Framework Contract as set out in **RM6282 Framework Schedule 1 (Specification)** – paragraph 15.1; and 2. Explain the steps you will take to train and educate your own workforce to deliver additional environmental benefits to employees through the performance of the Framework Contract as set out in **RM6282 Framework Schedule 1 (Specification)** – paragraph 15 ; and 3. Demonstrate how your organisation will address environmental sustainability promoting sustainable consumption and an improvement in environmental quality as set out in **RM6282 Framework Schedule 1 (Specification)** – paragraph 15   Your response should be limited to, and focused on, each of the component parts of the question posed (a to c). You must not make generalised statements or give irrelevant information.  Please attend to layout, spelling, punctuation and grammar. Address each of the component parts in the order they are listed in this response guidance. State which part you are responding to.  Maximum character count – 6,000 characters including spaces and punctuation.  You must not exceed the character count within the e-Sourcing suite. Responses must include spaces between words. No attachments are permitted; any additional documents submitted will be ignored in the evaluation of this question.  You are required to insert your response to this question in the technical envelope in boxes B1(i), B2(ii) and B3(iii) each box has a character count of 2,000 characters |

| **B1 Marking Scheme** | **Evaluation Guidance** |
| --- | --- |
| **100** | The Bidders response fully addresses all 3 of the component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with complete confidence that the Bidder is capable of successful delivery. |
| **66** | The Bidders response fully addresses 2 of the 3 component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with some confidence that the Bidder is capable of successful delivery. |
| **33** | The Bidders response fully addresses 1 of the 3 component parts (1 to 3), of the response guidance above, demonstrating only a partial ability that the Bidder can successfully manage projects for the Buyer and provides CCS with little confidence that the Bidder is capable of successful delivery. |
| **0** | The Bidders response has not fully addressed any of the 3 component parts (1 to 3) of the response guidance above, providing CCS with no confidence that the Bidder is capable of successful delivery  OR  A response has not been provided for this question.  Please note that if you are awarded a score of zero for this question you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition. |

**SECTION C – MANDATORY GENERIC SCORED QUESTION APPLICABLE TO ALL LOTS**

| **C1 Value for Money - Applicable to All Lots**  **C1 Requirement:**  CCS requires the Supplier to deliver better value for money and continuous improvement.  You are required to demonstrate how you will assess Buyer’s requirements and propose alternative solutions that may provide better value, including how you promote innovation and continuous improvement. You will provide evidence how you will benchmark pricing across the supply chain and how it will be used to demonstrate and report on value and benefits in accordance with the mandatory service requirements as set out in paragraph 12 of **RM6282 Framework Schedule 1 (Specification)**, and in the response guidance for this question. |
| --- |
| **C1 Response Guidance**  All bidders must answer this question once, your response will be duplicated and included in all of your Lot/ Sub Lot submissions.  You must insert your response into the text fields in the eSourcing suite.  In order to satisfy the requirement, and the question associated with the requirement, you must:  a) Clearly demonstrate how you will evaluate and assess Buyer’s requirements and propose alternative solutions that may provide better value including how you will communicate such proposals to the Buyer as set out in **RM6282 Framework Schedule 1 – Specification** – paragraph 12; and  b) Demonstrate how you will benchmark pricing across the supply chain, in relation to market prices to ensure competitiveness and how it will be used to demonstrate and report on value and benefits throughout the duration of the Contract as set out in **RM6282 Framework Schedule 1 – Specification** – paragraph 12; and  c) Demonstrate how you promote innovation and continuous improvement to drive down costs and improve your service proposition throughout the duration of the framework as set out in **RM6282 Framework Schedule 1– Specification** – paragraph 12  Your response should be limited to, and focused on, each of the component parts of the question posed (a to c). You must not make generalised statements or give irrelevant information.  Please attend to layout, spelling, punctuation and grammar. Address each of the component parts in the order they are listed in this response guidance. State which part you are responding to.  Maximum character count – 6,000 characters including spaces and punctuation.  You must not exceed the character count within the e-Sourcing suite. Responses must include spaces between words. No attachments are permitted; any additional documents submitted will be ignored in the evaluation of this question.  You are required to insert your response to this question in the technical envelope in boxes C1(i), C1(ii) and C1(iii) each box has a character count of 2,000 characters |

| **C1 Marking Scheme** | **Evaluation Guidance** |
| --- | --- |
| **100** | The Bidders response fully addresses all 3 of the component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with complete confidence that the Bidder is capable of successful delivery. |
| **66** | The Bidders response fully addresses 2 of the 3 component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with some confidence that the Bidder is capable of successful delivery. |
| **33** | The Bidders response fully addresses 1 of the 3 component parts (1 to 3), of the response guidance above, demonstrating only a partial ability that the Bidder can successfully manage projects for the Buyer and provides CCS with little confidence that the Bidder is capable of successful delivery. |
| **0** | The Bidders response has not fully addressed any of the 3 component parts (1 to 3) of the response guidance above, providing CCS with no confidence that the Bidder is capable of successful delivery  OR  A response has not been provided for this question.  Please note that if you are awarded a score of zero for this question you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition. |

**SECTION D – LOT 1a ONLY QUESTION**

| **Lot 1a** |
| --- |
| **D1 - International Warehousing Storage Scored Question for Lot 1a Only**  **D1 Requirement:**  CCS requires you to demonstrate how you will successfully deliver International Storage and Distribution to meet the buyer’s requirements.  You are required to demonstrate how you will undertake the fulfilment services and manage fluctuation in capacity and processing activity across your storage estate. Please evidence how you will maintain the security and integrity of goods in storage and provide auditable evidence in accordance with the mandatory service requirements as set out in **Annex 1 Framework Schedule 1 (Specification)**, and in the response guidance for this question. |
| **D1 Response Guidance**  All bidders must answer this question.  You must insert your response into the text fields in the eSourcing suite.  In order to satisfy the requirement, and the question associated with the requirement, you must:   1. Demonstrate how you will undertake the fulfilment services as defined in section 8.4 of **Annex 1 Framework Schedule 1 - Specification** paying particular attention to your approach to be able offer a range of different options; and 2. Demonstrate how you will manage fluctuation in capacity and processing activity across your storage estate as set out in **Annex 1 Framework Schedule 1 - Specification** - paragraph 2; and 3. Demonstrate how you will maintain the security and integrity of goods in storage and provide auditable evidence of receipt, key stage processing and delivery preparation. Including detail of how your warehouse management systems and their capabilities as set out in **Annex 1 Framework Schedule 1 - Specification** - paragraph 8.3; and   Your response should be limited to, and focused on, each of the component parts of the question posed (a to c). You must not make generalised statements or give irrelevant information.  Please attend to layout, spelling, punctuation and grammar. Address each of the component parts in the order they are listed in this response guidance. State which part you are responding to.  Maximum character count – 6,000 characters including spaces and punctuation.  You must not exceed the character count within the e-Sourcing suite. Responses must include spaces between words. No attachments are permitted; any additional documents submitted will be ignored in the evaluation of this question.  You are required to insert your response to this question in the technical envelope in boxes D1(i), D1(ii) and D1(iii) and each box has a character count of 2,000 characters |

| **D1**  **Marking Scheme** | **Evaluation Guidance** |
| --- | --- |
| **100** | The Bidders response fully addresses all 3 of the component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with complete confidence that the Bidder is capable of successful delivery. |
| **66** | The Bidders response fully addresses 2 of the 3 component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with some confidence that the Bidder is capable of successful delivery. |
| **33** | The Bidders response fully addresses 1 of the 3 component parts (1 to 3), of the response guidance above, demonstrating only a partial ability that the Bidder can successfully manage projects for the Buyer and provides CCS with little confidence that the Bidder is capable of successful delivery. |
| **0** | The Bidders response has not fully addressed any of the 3 component parts (1 to 3) of the response guidance above, providing CCS with no confidence that the Bidder is capable of successful delivery  OR  A response has not been provided for this question.  Please note that if you are awarded a score of zero for this question you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition. |

**SECTION E – LOT 1b ONLY QUESTION**

| **Lot 1b** |
| --- |
| **E1 - Air Freight and Air Charter Services Scored Question for Lot 1b Only**  **E1 Requirement:**  CCS requires you to demonstrate how you will successfully deliver Air Freight and Air Charter Services to meet the buyer’s requirements.  You are required to demonstrate your ability to manage air charter and air freight across a wide range of operators and how you ensure that the services provided by carriers are properly manned and operated. Please evidence how you effectively coordinate with ground handling services and how you effectively coordinate customs clearance servicesin accordance with the mandatory service requirements as set out in **Annex 1 Framework Schedule 1 (Specification)**, and in the response guidance for this question. |
| **E1 Response Guidance**  All bidders must answer this question.  You must insert your response into the text fields in the eSourcing suite.  In order to satisfy the requirement, and the question associated with the requirement, you must:   1. Demonstrate your ability to manage air charter and air freight services across a wide range of operators and how this ability allows you to offer a flexible approach as set out in **Annex 1 Framework Schedule 1 (Specification)** - paragraph 10 including effectively coordinating ground handling services to ensure the successful delivery; and 2. Demonstrate how you ensure that the services provided by carriers is properly manned and operated in accordance with appropriate laws of the region/country of operation and what standards are used to maintain these services as set out in **Annex 1 Framework Schedule 1 (Specification)** - paragraph 10; and 3. Demonstrate how you effectively coordinate customs clearance services as set out in **Annex 1 Framework Schedule 1 (Specification)** - paragraph 10.1   Your response should be limited to, and focused on, each of the component parts of the question posed (a to c). You must not make generalised statements or give irrelevant information.  Please attend to layout, spelling, punctuation and grammar. Address each of the component parts in the order they are listed in this response guidance. State which part you are responding to.  Maximum character count – 6,000 characters including spaces and punctuation.  You must not exceed the character count within the e-Sourcing suite. Responses must include spaces between words. No attachments are permitted; any additional documents submitted will be ignored in the evaluation of this question.  You are required to insert your response to this question in the technical envelope in boxes E1(i), E1(ii) and E1(iii) and each box has a character count of 2,000 characters. |

| **E1 Marking Scheme** | **Evaluation Guidance** |
| --- | --- |
| **100** | The Bidders response fully addresses all 3 of the component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with complete confidence that the Bidder is capable of successful delivery. |
| **66** | The Bidders response fully addresses 2 of the 3 component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with some confidence that the Bidder is capable of successful delivery. |
| **33** | The Bidders response fully addresses 1 of the 3 component parts (1 to 3), of the response guidance above, demonstrating only a partial ability that the Bidder can successfully manage projects for the Buyer and provides CCS with little confidence that the Bidder is capable of successful delivery. |
| **0** | The Bidders response has not fully addressed any of the 3 component parts (1 to 3) of the response guidance above, providing CCS with no confidence that the Bidder is capable of successful delivery  OR  A response has not been provided for this question.  Please note that if you are awarded a score of zero for this question you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition. |

**SECTION F – LOT 1c ONLY QUESTION**

| **Lot 1c** |
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| **F1 - Rail Freight Scored Question for Lot 1c Only**  **F1 Requirement:**  CCS requires you to demonstrate how you will successfully deliver Rail Freight Services to meet the buyer’s requirements.  You are required to demonstrate your ability to organise rail freight bookings internationally across a wide range of operators and how you ensure that the services provided by carriers are properly manned and operated. Please evidence how you effectively coordinate customs clearance service and provide the most appropriate packaging and transportation systemsin accordance with the mandatory service requirements as set out in **Annex 1 - Framework Schedule 1 (Specification)**, and in the response guidance for this question. |
| **F1 Response Guidance**  All bidders must answer this question.  You must insert your response into the text fields in the eSourcing suite.  In order to satisfy the requirement, and the question associated with the requirement, you must:   1. Demonstrate your ability to organise rail freight bookings including relevant paperwork such as customs paperwork internationally across a wide range of operators and how this ability allows you to offer a flexible approach to be able to provide both scheduled and ad hoc movements as set out in **Annex 1 Framework Schedule 1 (Specification)** - paragraph 11.1; and 2. Demonstrate how you effectively coordinate customs clearance services as set out in **Annex 1 Framework Schedule 1 (Specification)** - paragraph 11.1; and 3. Demonstrate the process and procedures you have in place to ensure that items are appropriately packaged for the method of transportation. Your response should include details of the processes you have in place to ensure sufficient quantities of containers and packaging to mitigate delays. as set out in **Annex 1 Framework Schedule 1 (Specification)** - paragraph 11.2.   Your response should be limited to, and focused on, each of the component parts of the question posed (a to c). You must not make generalised statements or give irrelevant information.  Please attend to layout, spelling, punctuation and grammar. Address each of the component parts in the order they are listed in this response guidance. State which part you are responding to.  Maximum character count – 6,000 characters including spaces and punctuation.  You must not exceed the character count within the e-Sourcing suite. Responses must include spaces between words. No attachments are permitted; any additional documents submitted will be ignored in the evaluation of this question.  You are required to insert your response to this question in the technical envelope in boxes F1(i), F1(ii) and F1 (iii), each box has a character count of 2,000 characters. |

| **F1 Marking Scheme** | **Evaluation Guidance** |
| --- | --- |
| **100** | The Bidders response fully addresses all 3 of the component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with complete confidence that the Bidder is capable of successful delivery. |
| **66** | The Bidders response fully addresses 2 of the 3 component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with some confidence that the Bidder is capable of successful delivery. |
| **33** | The Bidders response fully addresses 1 of the 3 component parts (1 to 3), of the response guidance above, demonstrating only a partial ability that the Bidder can successfully manage projects for the Buyer and provides CCS with little confidence that the Bidder is capable of successful delivery. |
| **0** | The Bidders response has not fully addressed any of the 3 component parts (1 to 3) of the response guidance above, providing CCS with no confidence that the Bidder is capable of successful delivery  OR  A response has not been provided for this question.  Please note that if you are awarded a score of zero for this question you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition. |

**SECTION G – LOT 1d ONLY QUESTION**

| **Lot 1d** |
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| **G1 - Road Freight Scored Question for Lot 1d Only**  **G1 Requirement:**  CCS requires you to demonstrate how you will successfully deliver Road Freight Services to meet the buyer’s requirements.  You are required to demonstrate your ability to organise road freight services internationally across a wide range of operators and how you ensure that the services are properly manned and operated. Please evidence how you effectively coordinate customs clearance services and how you will be able to accommodate the range of collection timesin accordance with the mandatory service requirements as set out in **Annex 1 - Framework Schedule 1 (Specification)**, and in the response guidance for this question. |
| **G1 Response Guidance**  All bidders must answer this question.  You must insert your response into the text fields in the eSourcing suite.  In order to satisfy the requirement, and the question associated with the requirement, you must:   1. Demonstrate your ability to organise road freight services internationally and how this ability allows you to offer a flexible approach to be able to provide both scheduled and ad hoc movements as set out in **Annex 1 Framework Schedule 1 (Specification)** - paragraph 12; and 2. Demonstrate how you ensure that the services provided is properly manned and operated in accordance with appropriate laws of the region/country of operation and what standards are used to maintain these services as set out in **Annex 1 Framework Schedule 1 (Specification)** - paragraph 12.1; and 3. Demonstrate how you effectively coordinate customs clearance services as set out in **Annex 1 Framework Schedule 1 (Specification)** - paragraph 12.3; and   Your response should be limited to, and focused on, each of the component parts of the question posed (a to c). You must not make generalised statements or give irrelevant information.  Please attend to layout, spelling, punctuation and grammar. Address each of the component parts in the order they are listed in this response guidance. State which part you are responding to.  Maximum character count – 6,000 characters including spaces and punctuation.  You must not exceed the character count within the e-Sourcing suite. Responses must include spaces between words. No attachments are permitted; any additional documents submitted will be ignored in the evaluation of this question.  You are required to insert your response to this question in the technical envelope in boxes G1 (i), G1 (ii), and G1 (iii) each box has a character count of 2,000 characters. |

| **G1 Marking Scheme** | **Evaluation Guidance** |
| --- | --- |
| **100** | The Bidders response fully addresses all 3 of the component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with complete confidence that the Bidder is capable of successful delivery. |
| **66** | The Bidders response fully addresses 2 of the 3 component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with some confidence that the Bidder is capable of successful delivery. |
| **33** | The Bidders response fully addresses 1 of the 3 component parts (1 to 3), of the response guidance above, demonstrating only a partial ability that the Bidder can successfully manage projects for the Buyer and provides CCS with little confidence that the Bidder is capable of successful delivery. |
| **0** | The Bidders response has not fully addressed any of the 3 component parts (1 to 3) of the response guidance above, providing CCS with no confidence that the Bidder is capable of successful delivery  OR  A response has not been provided for this question.  Please note that if you are awarded a score of zero for this question you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition. |

**SECTION H – LOT 1e ONLY QUESTION**

| **Lot 1e** |
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| **H1 - Sea Freight Scored Question for Lot 1e Only**  **H1 Requirement:**  CCS requires you to demonstrate how you will successfully deliver Sea Freight Services to meet the buyer’s requirements.  You are required to demonstrate your ability to organise sea freight bookings internationally across a wide range of operators and how you ensure that the services provided by carriers are properly manned and operated. Please evidence how you effectively coordinate customs clearance services and how you identify the most appropriate packaging and transportation systemsin accordance with the mandatory service requirements as set out in **Annex 1 - Framework Schedule 1 (Specification)**, and in the response guidance for this question. |
| **H1 Response Guidance**  All bidders must answer this question.  You must insert your response into the text fields in the eSourcing suite.  In order to satisfy the requirement, and the question associated with the requirement, you must:   1. Demonstrate your ability to organise sea freight bookings internationally including relevant paperwork such as customers paperwork across a wide range of operators and how this ability allows you to offer a flexible approach to be able to provide both scheduled and ad hoc movements as set out in **Annex 1 Framework Schedule 1 (Specification)** - paragraph 13.2; and 2. Demonstrate how you effectively coordinate customs clearance services as set out in **Annex 1 Framework Schedule 1 (Specification)** - paragraph 13.2; and 3. Demonstrate the process and procedures you have in place to ensure that items are appropriately packaged for the method of transportation. Your response should include details of the processes you have in place to ensure sufficient quantities of containers and packaging to mitigate delays. as set out in **Annex 1 Framework Schedule 1 (Specification)** - paragraph 13.3.   Your response should be limited to, and focused on, each of the component parts of the question posed (a to c). You must not make generalised statements or give irrelevant information.  Please attend to layout, spelling, punctuation and grammar. Address each of the component parts in the order they are listed in this response guidance. State which part you are responding to.  Maximum character count – 6,000 characters including spaces and punctuation.  You must not exceed the character count within the e-Sourcing suite. Responses must include spaces between words. No attachments are permitted; any additional documents submitted will be ignored in the evaluation of this question.  You are required to insert your response to this question in the technical envelope in boxes H1 (i), H1 (ii) and H1 (iii) and each box has a character count of 2,000 characters. |

| **H1**  **Marking Scheme** | **Evaluation Guidance** |
| --- | --- |
| **100** | The Bidders response fully addresses all 3 of the component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with complete confidence that the Bidder is capable of successful delivery. |
| **66** | The Bidders response fully addresses 2 of the 3 component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with some confidence that the Bidder is capable of successful delivery. |
| **33** | The Bidders response fully addresses 1 of the 3 component parts (1 to 3), of the response guidance above, demonstrating only a partial ability that the Bidder can successfully manage projects for the Buyer and provides CCS with little confidence that the Bidder is capable of successful delivery. |
| **0** | The Bidders response has not fully addressed any of the 3 component parts (1 to 3) of the response guidance above, providing CCS with no confidence that the Bidder is capable of successful delivery  OR  A response has not been provided for this question.  Please note that if you are awarded a score of zero for this question you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition. |

**SECTION I – LOT 2 ONLY QUESTION**

| **Lot 2** |
| --- |
| **I1 - Quality Control Scored Question for Lot 2 Only**  **I1 Requirement:**  CCS requires you to demonstrate how you will successfully deliver Quality Control to meet the buyer’s requirements.  You are required to demonstrate your ability to organise and undertake inspection services and your ability to undertake validation tests. Please evidence how you will undertake audit services and how you will be able to accommodate the urgent performance testing requirements in accordance with the mandatory service requirements as set out in **Annex 2- Framework Schedule 1 (Specification)**, and in the response guidance for this question. |
| **I1 Response Guidance**  All bidders must answer this question.  You must insert your response into the text fields in the eSourcing suite.  In order to satisfy the requirement, and the question associated with the requirement, you must:   1. Demonstrate your ability to organise and undertake inspection services including urgent performance testing, showing how you manage the feedback process to the manufacturer ensuring a successful outcome as set out in **Annex 2 Framework Schedule 1 (Specification)** - paragraph 3; and 2. Demonstrate your ability to undertake validation tests. Your response should show your laboratory locations in the UK and the services that you are able to provide will meet the standards as set out in **Annex 2 Framework Schedule 1 (Specification)** - paragraph 4; and 3. Demonstrate how you will undertake audit services and how you ensure any corrective actions that the audits identify are completed by the relevant party as set out in **Annex 2 Framework Schedule 1 (Specification)** - paragraph 5; and   Your response should be limited to, and focused on, each of the component parts of the question posed (a to c). You must not make generalised statements or give irrelevant information.  Please attend to layout, spelling, punctuation and grammar. Address each of the component parts in the order they are listed in this response guidance. State which part you are responding to.  Maximum character count – 6,000 characters including spaces and punctuation.  You must not exceed the character count within the e-Sourcing suite. Responses must include spaces between words. No attachments are permitted; any additional documents submitted will be ignored in the evaluation of this question.  You are required to insert your response to this question in the technical envelope in boxes I1(i), I1(ii) and I1(iii) each box has a character count of 2,000 characters. |

| **I1 Marking Scheme** | **Evaluation Guidance** |
| --- | --- |
| **100** | The Bidders response fully addresses all 3 of the component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with complete confidence that the Bidder is capable of successful delivery. |
| **66** | The Bidders response fully addresses 2 of the 3 component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with some confidence that the Bidder is capable of successful delivery. |
| **33** | The Bidders response fully addresses 1 of the 3 component parts (1 to 3), of the response guidance above, demonstrating only a partial ability that the Bidder can successfully manage projects for the Buyer and provides CCS with little confidence that the Bidder is capable of successful delivery. |
| **0** | The Bidders response has not fully addressed any of the 3 component parts (1 to 3) of the response guidance above, providing CCS with no confidence that the Bidder is capable of successful delivery  OR  A response has not been provided for this question.  Please note that if you are awarded a score of zero for this question you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition. |

**SECTION J – LOT 3a ONLY QUESTION**

| **Lot 3a** |
| --- |
| **J1 - Storage Scored Question for Lot 3a Only**  **J1 Requirement:**  CCS requires you to demonstrate how you will successfully deliver Storage to meet the buyer’s requirements.  You are required to demonstrate how you will undertake the fulfilment services and how you will manage fluctuation in capacity and processing activity. Please evidence how you will maintain the security and integrity of goods in storage and provide auditable evidence and how you will manage the storage of irregularly sized and shaped commodities in accordance with the mandatory service requirements as set out in **Annex 3 - Framework Schedule 1 (Specification)**, and in the response guidance for this question. |
| **J1 Response Guidance**  All bidders must answer this question.  You must insert your response into the text fields in the eSourcing suite.  In order to satisfy the requirement, and the question associated with the requirement, you must:   1. Demonstrate how you will manage fluctuation in capacity and processing activity across your storage estate as set out in **Annex 3 Framework Schedule 1 (Specification)** - paragraph 2.3.12; and 2. Demonstrate how you will maintain the security and integrity of goods in storage and provide auditable evidence of receipt, key stage processing and delivery preparation. Including details of your warehouse management systems and their capabilities as set out in **Annex 3 Framework Schedule 1 (Specification)** paragraphs 2.3, 2.4 and 2.5; and 3. Demonstrate how you will manage the storage of irregularly sized and shaped commodities i.e. items that require storage but not on a pallet or in a box as set out in **Annex 3 Framework Schedule 1 (Specification)** - paragraph 2.3.4   Your response should be limited to, and focused on, each of the component parts of the question posed (a to c). You must not make generalised statements or give irrelevant information.  Please attend to layout, spelling, punctuation and grammar. Address each of the component parts in the order they are listed in this response guidance. State which part you are responding to.  Maximum character count – 6,000 characters including spaces and punctuation.  You must not exceed the character count within the e-Sourcing suite. Responses must include spaces between words. No attachments are permitted; any additional documents submitted will be ignored in the evaluation of this question.  You are required to insert your response to this question in the technical envelope in boxes J1 (i), J1(ii) and J1(iii) each box has a character count of 2,000 characters. |

| **J1 Marking Scheme** | **Evaluation Guidance** |
| --- | --- |
| **100** | The Bidders response fully addresses all 3 of the component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with complete confidence that the Bidder is capable of successful delivery. |
| **66** | The Bidders response fully addresses 2 of the 3 component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with some confidence that the Bidder is capable of successful delivery. |
| **33** | The Bidders response fully addresses 1 of the 3 component parts (1 to 3), of the response guidance above, demonstrating only a partial ability that the Bidder can successfully manage projects for the Buyer and provides CCS with little confidence that the Bidder is capable of successful delivery. |
| **0** | The Bidders response has not fully addressed any of the 3 component parts (1 to 3) of the response guidance above, providing CCS with no confidence that the Bidder is capable of successful delivery  OR  A response has not been provided for this question.  Please note that if you are awarded a score of zero for this question you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition. |

**SECTION K – LOT 3b ONLY QUESTION**

| **Lot 3b** |
| --- |
| **K1 - Kitting and Fulfilment Solutions and Services Scored Question for Lot 3b Only**  **K1 Requirement:**  CCS requires you to demonstrate how you will successfully deliver Kitting and Fulfilment Solutions and Services to meet the buyer’s requirements.  You are required to demonstrate how you will undertake the kitting and fulfilment services and how you will manage fluctuation in capacity and processing activity. Please evidence how you will accommodate urgent requirements and ensure appropriate stock management rotation and the systems that you will employ to manage this process are in accordance with the mandatory service requirements as set out in **Annex 3 - Framework Schedule 1 (Specification)**, and in the response guidance for this question. |
| **K1 Response Guidance**  All bidders must answer this question.  You must insert your response into the text fields in the eSourcing suite.  In order to satisfy the requirement, and the question associated with the requirement, you must:     1. Demonstrate how you will undertake the kitting and fulfilment services as set out in **Annex 3 Framework Schedule 1 (Specification)** - paragraph’s 4.3 and 4.4; and 2. Demonstrate how you will manage fluctuation in capacity and processing activity and urgent requirements as set out in **Annex 3 Framework Schedule 1 (Specification)** - paragraph 4.3.11 and 4.9; and 3. Demonstrate how you will ensure appropriate stock management rotation and the systems that you will employ to manage this process as set out in **Annex 3 Framework Schedule (Specification)** - paragraph 4.4. and 4.8   Your response should be limited to, and focused on, each of the component parts of the question posed (a to c). You must not make generalised statements or give irrelevant information.  Please attend to layout, spelling, punctuation and grammar. Address each of the component parts in the order they are listed in this response guidance. State which part you are responding to.  Maximum character count – 6,000 characters including spaces and punctuation.  You must not exceed the character count within the e-Sourcing suite. Responses must include spaces between words. No attachments are permitted; any additional documents submitted will be ignored in the evaluation of this question.  You are required to insert your response to this question in the technical envelope in boxes K1(i), K1(ii) and K1(iii) each box has a character count of 2,000 characters. |

| **K1 Marking Scheme** | **Evaluation Guidance** |
| --- | --- |
| **100** | The Bidders response fully addresses all 3 of the component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with complete confidence that the Bidder is capable of successful delivery. |
| **66** | The Bidders response fully addresses 2 of the 3 component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with some confidence that the Bidder is capable of successful delivery. |
| **33** | The Bidders response fully addresses 1 of the 3 component parts (1 to 3), of the response guidance above, demonstrating only a partial ability that the Bidder can successfully manage projects for the Buyer and provides CCS with little confidence that the Bidder is capable of successful delivery. |
| **0** | The Bidders response has not fully addressed any of the 3 component parts (1 to 3) of the response guidance above, providing CCS with no confidence that the Bidder is capable of successful delivery  OR  A response has not been provided for this question.  Please note that if you are awarded a score of zero for this question you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition. |

**SECTION L – LOT 3c ONLY QUESTION**

| **Lot 3c** |
| --- |
| **L1 Transport and Distribution**  **L1 Requirement:**  CCS requires you to demonstrate how you will successfully deliver transport & distribution services that meet the buyer’s requirements.  You are required to demonstrate how you will provide your approach to transport and distribution services, show range of delivery speeds, how you meet and maintain the relevant transport regulations and vehicle security standards in accordance with the mandatory service requirements as set out in **Annex 3 - Framework Schedule 1 (Specification),** as set out in the response guidance for this question. |
| **L1 Response Guidance**  All bidders must answer this question.  You must insert your response into the text fields in the eSourcing suite.  In order to satisfy the requirement, and the question associated with the requirement, you must:   1. Demonstrate your ability to provide transport and distribution services including the range of delivery speeds and how this ability allows you to offer a flexible approach to be able to provide both scheduled and ad hoc movements as set out in **Annex 3 - Framework Schedule 1 (Specification)** - paragraph 6.4; and 2. Demonstrate how your organisation meets and maintain the relevant transport regulations as set out in **Annex 3 - Framework Schedule 1 (Specification)** - paragraph 6.1; and 3. Demonstrate how you meet the vehicle security standards as set out in **Annex 3 - Framework Schedule 1 (Specification)** - paragraph 6.3.   Your response should be limited to, and focused on, each of the component parts of the question posed (a to c). You must not make generalised statements or give irrelevant information.  Please attend to layout, spelling, punctuation and grammar. Address each of the component parts in the order they are listed in this response guidance. State which part you are responding to.  Maximum character count – 6,000 characters including spaces and punctuation.  You must not exceed the character count within the e-Sourcing suite. Responses must include spaces between words. No attachments are permitted; any additional documents submitted will be ignored in the evaluation of this question.  You are required to insert your response to this question in the technical envelope in boxes L1 (i), L1 (ii) and L1 (iii) each box has a character count of 2,000 characters. |

| **L1**  **Marking Scheme** | **Evaluation Guidance** |
| --- | --- |
| **100** | The Bidders response fully addresses all 3 of the component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with complete confidence that the Bidder is capable of successful delivery. |
| **66** | The Bidders response fully addresses 2 of the 3 component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with some confidence that the Bidder is capable of successful delivery. |
| **33** | The Bidders response fully addresses 1 of the 3 component parts (1 to 3), of the response guidance above, demonstrating only a partial ability that the Bidder can successfully manage projects for the Buyer and provides CCS with little confidence that the Bidder is capable of successful delivery. |
| **0** | The Bidders response has not fully addressed any of the 3 component parts (1 to 3) of the response guidance above, providing CCS with no confidence that the Bidder is capable of successful delivery  OR  A response has not been provided for this question.  Please note that if you are awarded a score of zero for this question you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition. |

**SECTION M – LOT 4a ONLY QUESTION**

| **Lot 4a** |
| --- |
| **M1 - Residential Collections and Drop off points Scored Question for Lot 4a Only**  **M1 Requirement:**  CCS requires you to demonstrate how you will successfully deliver residential collection & drop off points services that meet the buyer’s requirements.  You are required to demonstrate how your organisation has the infrastructure or can implement infrastructure to provide the drop off points accessibility. You are required to demonstrate your approach to being able to provide the collection and consolidation requirements and provide overnight collection service in accordance with the mandatory service requirements as set out in **Annex 4 - Framework Schedule 1 (Specification)**, and in the response guidance for this question. |
| **M1 Response Guidance**  All bidders must answer this question.  You must insert your response into the text fields in the eSourcing suite.  In order to satisfy the requirement, and the question associated with the requirement, you must:   1. Demonstrate how your organisation has the infrastructure or can implement the infrastructure to provide the drop off point accessibility requirements as detailed in **Annex 4 of Framework Schedule 1 (Specification)** paragraph 2.5 and 2. Demonstrate your approach to being able to provide the collection and consolidation requirements as detailed in **Annex 4 of Framework Schedule 1 (Specification)** -paragraphs 2.7 and 2.13; and 3. Demonstrate your ability to provide the overnight collection service including your track and trace functionality as detailed **Annex 4 of Framework Schedule 1 (Specification)** - paragraphs 2.9 and 2.12.   Your response should be limited to, and focused on, each of the component parts of the question posed (a to c). You must not make generalised statements or give irrelevant information.  Please attend to layout, spelling, punctuation and grammar. Address each of the component parts in the order they are listed in this response guidance. State which part you are responding to.  Maximum character count – 6,000 characters including spaces and punctuation.  You must not exceed the character count within the e-Sourcing suite. Responses must include spaces between words. No attachments are permitted; any additional documents submitted will be ignored in the evaluation of this question.  You are required to insert your response to this question in the technical envelope in boxes M1 (i), M1 (ii) and M1 (iii) each box has a character count of 2,000 characters. |

| **M1 Marking Scheme** | **Evaluation Guidance** |
| --- | --- |
| **100** | The Bidders response fully addresses all 3 of the component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with complete confidence that the Bidder is capable of successful delivery. |
| **66** | The Bidders response fully addresses 2 of the 3 component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with some confidence that the Bidder is capable of successful delivery. |
| **33** | The Bidders response fully addresses 1 of the 3 component parts (1 to 3), of the response guidance above, demonstrating only a partial ability that the Bidder can successfully manage projects for the Buyer and provides CCS with little confidence that the Bidder is capable of successful delivery. |
| **0** | The Bidders response has not fully addressed any of the 3 component parts (1 to 3) of the response guidance above, providing CCS with no confidence that the Bidder is capable of successful delivery  OR  A response has not been provided for this question.  Please note that if you are awarded a score of zero for this question you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition. |

**SECTION N – LOT 4b ONLY QUESTION**

| **Lot 4b** |
| --- |
| **N1 - Specialist Collection and Delivery Services Scored Question for Lot 4b Only**  **N1 Requirement:**  CCS requires you to demonstrate how you will successfully deliver specialist collection and delivery services that meet the buyer’s requirements.  You are required to demonstrate how you will offer the overnight delivery speeds, same day delivery service. You should demonstrate you have processes specialist items, security and training processes in place in accordance with the mandatory service requirements as set out in **Annex 4 of Framework Schedule 1 (Specification)**, and in the response guidance for this question. |
| **N1 Response Guidance**  All bidders must answer this question.  You must insert your response into the text fields in the eSourcing suite.  In order to satisfy the requirement, and the question associated with the requirement, you must:   1. Demonstrate how you will offer the overnight delivery speeds including but not limited to the times set out in **Annex 4 of Framework Schedule 1**  **(Specification)** paragraph 3.10 and a same day delivery service in line with **Annex 4 of Framework Schedule 1 (Specification) -** paragraph 3.9 and; 2. Demonstrate the processes you will have in place for dealing with all specialist items, and how these specialist items will be transported. Including full tracking processes and the packaging of items which will ensure that all items remain contamination free in transportation as detailed in **Annex 4 of Framework Schedule 1 (Specification)** - paragraph 3.7; and 3. Demonstrate your security process and training process that you will have in place and how they will deal with the safe and secure transportation of specialist dangerous items as detailed in **Annex 4 of Framework Schedule 1 (Specification)** -paragraph 3.5.   Your response should be limited to, and focused on, each of the component parts of the question posed (a to c). You must not make generalised statements or give irrelevant information.  Please attend to layout, spelling, punctuation and grammar. Address each of the component parts in the order they are listed in this response guidance. State which part you are responding to.  Maximum character count – 6,000 characters including spaces and punctuation.  You must not exceed the character count within the e-Sourcing suite. Responses must include spaces between words. No attachments are permitted; any additional documents submitted will be ignored in the evaluation of this question.  You are required to insert your response to this question in the technical envelope in boxes N1 (i),N1 (ii) and N1(iii) each box has a character count of 2,000 characters. |

| **N1 Marking Scheme** | **Evaluation Guidance** |
| --- | --- |
| **100** | The Bidders response fully addresses all 3 of the component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with complete confidence that the Bidder is capable of successful delivery. |
| **66** | The Bidders response fully addresses 2 of the 3 component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with some confidence that the Bidder is capable of successful delivery. |
| **33** | The Bidders response fully addresses 1 of the 3 component parts (1 to 3), of the response guidance above, demonstrating only a partial ability that the Bidder can successfully manage projects for the Buyer and provides CCS with little confidence that the Bidder is capable of successful delivery. |
| **0** | The Bidders response has not fully addressed any of the 3 component parts (1 to 3) of the response guidance above, providing CCS with no confidence that the Bidder is capable of successful delivery  OR  A response has not been provided for this question.  Please note that if you are awarded a score of zero for this question you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition. |

**SECTION O – LOT 5 ONLY QUESTION**

| **Lot 5** |
| --- |
| **O1 - Disposal and Recycling Services Scored Question for Lot 5 Only**  **O1 Requirement:**  CCS requires you to demonstrate how you will successfully deliver disposal and recycling services that meet the buyer’s requirements.  You are required to demonstrate how you will maintain the security and integrity of goods in transit, provide auditable and accurate evidence, key stage handling and delivery. You are required to demonstrate how you will meet demand & volume fluctuations throughout the lifecycle of a Call-Off Contract. Demonstrate your management processes e.g. regulatory & licenses in accordance with the mandatory service requirements as set out in **Annex 5 - Framework Schedule 1 (Specification)**, and in the response guidance for this question. |
| **O1 Response Guidance**  All bidders must answer this question.  You must insert your response into the text fields in the eSourcing suite.  In order to satisfy the requirement, and the question associated with the requirement, you must:   1. Demonstrate how you will maintain the security and integrity of items in transit and provide auditable, accurate evidence of collection, key stage handling and delivery as detailed in **Annex 5 of Framework Schedule 1 (Specification)** - paragraph 5**.** 2. Demonstrate how you will meet the broad range of items that customers may require collecting as detailed in  **Annex 5 Framework Schedule 1** (**Specification)** paragraph 5.1**;** and 3. Demonstrate how you will ensure that all items entrusted to your organisation as part of the Service is managed and evidenced from point of collection through to destruction, disposal and recycling as detailed in **Annex 5 of Framework Schedule 1 (Specification)** -paragraphs 10, 11 & 12.   Your response should be limited to, and focused on, each of the component parts of the question posed (a to c). You must not make generalised statements or give irrelevant information.  Please attend to layout, spelling, punctuation and grammar. Address each of the component parts in the order they are listed in this response guidance. State which part you are responding to.  Maximum character count – 6,000 characters including spaces and punctuation.  You must not exceed the character count within the e-Sourcing suite. Responses must include spaces between words. No attachments are permitted; any additional documents submitted will be ignored in the evaluation of this question.  You are required to insert your response to this question in the technical envelope in boxes O1 (i), O1 (ii) and O1(iii) each box has a character count of 2,000 characters. |

| **O1 Marking Scheme** | **Evaluation Guidance** |
| --- | --- |
| **100** | The Bidders response fully addresses all 3 of the component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with complete confidence that the Bidder is capable of successful delivery. |
| **66** | The Bidders response fully addresses 2 of the 3 component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with some confidence that the Bidder is capable of successful delivery. |
| **33** | The Bidders response fully addresses 1 of the 3 component parts (1 to 3), of the response guidance above, demonstrating only a partial ability that the Bidder can successfully manage projects for the Buyer and provides CCS with little confidence that the Bidder is capable of successful delivery. |
| **0** | The Bidders response has not fully addressed any of the 3 component parts (1 to 3) of the response guidance above, providing CCS with no confidence that the Bidder is capable of successful delivery  OR  A response has not been provided for this question.  Please note that if you are awarded a score of zero for this question you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition. |

**SECTION P – LOT 6 ONLY QUESTION**

| **Lot 6** |
| --- |
| **P1 - Print Services Scored Question for Lot 6 Only**  **P1 Requirement:**  CCS requires you to demonstrate how you will successfully deliver printing services that meet the buyer’s requirements.  You are required to demonstrate your approachto account management, stakeholder engagement, project management approaches and working with any incumbent suppliers. You are required to demonstrate your ability to meet the stock management and distribution service. You should demonstrate how your services meet the following standards:   * Government Buying Standards, * Timber Procurement Policy, * sustainable managed woodlands for virgin pulp sourcing and * inks free from volatile organic compounds   In accordance with the mandatory service requirements as set out in **Annex 6 - Framework Schedule 1 (Specification)**, and in the response guidance for this question. |
| **P1 Response Guidance**  All bidders must answer this question.  You must insert your response into the text fields in the eSourcing suite.  In order to satisfy the requirement, and the question associated with the requirement, you must:   1. Demonstrate your approach to account management as detailed in **Annex 6 of Framework Schedule 1 (Specification)** -paragraph 4, detailing your stakeholder engagement and project management approaches 2. Demonstrate your ability to meet the stock management and distribution service requirements as detailed in **Annex 6 of Framework Schedule (Specification)** - paragraph 11.3; and 3. Demonstrate how your services meet the standards as detailed in **Annex 6 of Framework Schedule 1- Specification** paragraph 2, your response may include but is not limited to the following elements:  * Government Buying Standards, * Timber Procurement Policy, * sustainable managed woodlands for virgin pulp sourcing and * inks free from volatile organic compounds   Your response should be limited to, and focused on, each of the component parts of the question posed (a to c). You must not make generalised statements or give irrelevant information.  Please attend to layout, spelling, punctuation and grammar. Address each of the component parts in the order they are listed in this response guidance. State which part you are responding to.  Maximum character count – 6,000 characters including spaces and punctuation.  You must not exceed the character count within the e-Sourcing suite. Responses must include spaces between words. No attachments are permitted; any additional documents submitted will be ignored in the evaluation of this question.  You are required to insert your response to this question in the technical envelope in boxes P1 (i), P1 (ii) and P1(iii) each box has a character count of 2,000 characters. |

| **P1 Marking Scheme** | **Evaluation Guidance** |
| --- | --- |
| **100** | The Bidders response fully addresses all 3 of the component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with complete confidence that the Bidder is capable of successful delivery. |
| **66** | The Bidders response fully addresses 2 of the 3 component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with some confidence that the Bidder is capable of successful delivery. |
| **33** | The Bidders response fully addresses 1 of the 3 component parts (1 to 3), of the response guidance above, demonstrating only a partial ability that the Bidder can successfully manage projects for the Buyer and provides CCS with little confidence that the Bidder is capable of successful delivery. |
| **0** | The Bidders response has not fully addressed any of the 3 component parts (1 to 3) of the response guidance above, providing CCS with no confidence that the Bidder is capable of successful delivery  OR  A response has not been provided for this question.  Please note that if you are awarded a score of zero for this question you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition. |

**SECTION Q – LOT 7a ONLY QUESTION**

| **Lot 7a** |
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| **Q1 - Cardboard Packaging Scored Question for Lot 7a Only**  **Q1 Requirement:**  CCS requires you to demonstrate how you will successfully deliver Cardboard Packaging to meet the buyer’s requirements.  You are required to demonstrate how you will provide warehouse storage facilities and stock management and inventory control. Please also provide evidence how you will provide volume forecasting in accordance with the mandatory service requirements as set out in **Annex 7 Framework Schedule 1 (Specification)**, and in the response guidance for this question. |
| **Q1A Response Guidance**  All bidders must answer this question.  You must insert your response into the text fields in the eSourcing suite.  In order to satisfy the requirement, and the question associated with the requirement, you must:   1. Demonstrate how you provide secure warehouse storage as defined in  **Annex 7 Framework Schedule 1 (Specification)** -paragraph 4; and 2. Demonstrate how you will meet the requirements for stock management and inventory control as defined in **Annex 7 Framework Schedule (Specification)** -paragraph 5; and 3. Demonstrate how you will provide the volume forecasting requirements as defined in  **Annex 7 Framework Schedule 1 (Specification)** -paragraph 9**.**   Your response should be limited to, and focused on, each of the component parts of the question posed (a to c). You must not make generalised statements or give irrelevant information.  Please attend to layout, spelling, punctuation and grammar. Address each of the component parts in the order they are listed in this response guidance. State which part you are responding to.  Maximum character count – 6,000 characters including spaces and punctuation.  You must not exceed the character count within the e-Sourcing suite. Responses must include spaces between words. No attachments are permitted; any additional documents submitted will be ignored in the evaluation of this question.  You are required to insert your response to this question in the technical envelope in boxes Q1 (i), Q1 (ii) and Q1(iii) each box has a character count of 2,000 characters. |

| **Q1 Marking Scheme** | **Evaluation Guidance** |
| --- | --- |
| **100** | The Bidders response fully addresses all 3 of the component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with complete confidence that the Bidder is capable of successful delivery. |
| **66** | The Bidders response fully addresses 2 of the 3 component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with some confidence that the Bidder is capable of successful delivery. |
| **33** | The Bidders response fully addresses 1 of the 3 component parts (1 to 3), of the response guidance above, demonstrating only a partial ability that the Bidder can successfully manage projects for the Buyer and provides CCS with little confidence that the Bidder is capable of successful delivery. |
| **0** | The Bidders response has not fully addressed any of the 3 component parts (1 to 3) of the response guidance above, providing CCS with no confidence that the Bidder is capable of successful delivery  OR  A response has not been provided for this question.  Please note that if you are awarded a score of zero for this question you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition. |

**SECTION R – LOT 7b ONLY QUESTION**

| **Lot 7b** |
| --- |
| **R1 - Corrugated Packaging Scored Question for Lot 7b Only**  **R1 Requirement:**  CCS requires you to demonstrate how you will successfully deliver Corrugated Packaging to meet the buyer’s requirements.  You are required to demonstrate how you will provide warehouse storage facilities and stock management and inventory control. Please also provide evidence how you will provide volume forecasting in accordance with the mandatory service requirements as set out in **Annex 7 Framework Schedule 1 (Specification)**, and in the response guidance for this question. |
| **R1 Response Guidance**  All bidders must answer this question.  You must insert your response into the text fields in the eSourcing suite.  In order to satisfy the requirement, and the question associated with the requirement, you must:   1. Demonstrate how you provide secure warehouse storage as defined in **Annex 7 Framework Schedule 1 (Specification)** -paragraph 4**;** and 2. Demonstrate how you will meet the requirements for stock management and inventory control as defined in **Annex 7 Framework Schedule 1 (Specification)** - paragraph 5; and 3. Demonstrate how you will provide the volume forecasting requirements as defined in **Annex 7 Framework Schedule 1 (Specification)** - paragraph 9 **.**   Your response should be limited to, and focused on, each of the component parts of the question posed (a to c). You must not make generalised statements or give irrelevant information.  Please attend to layout, spelling, punctuation and grammar. Address each of the component parts in the order they are listed in this response guidance. State which part you are responding to.  Maximum character count – 6,000 characters including spaces and punctuation.  You must not exceed the character count within the e-Sourcing suite. Responses must include spaces between words. No attachments are permitted; any additional documents submitted will be ignored in the evaluation of this question.  You are required to insert your response to this question in the technical envelope in boxes R1 (i), R1 (ii) and R1 (iii) each box has a character count of 2,000 characters. |

| **R1**  **Marking Scheme** | **Evaluation Guidance** |
| --- | --- |
| **100** | The Bidders response fully addresses all 3 of the component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with complete confidence that the Bidder is capable of successful delivery. |
| **66** | The Bidders response fully addresses 2 of the 3 component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with some confidence that the Bidder is capable of successful delivery. |
| **33** | The Bidders response fully addresses 1 of the 3 component parts (1 to 3), of the response guidance above, demonstrating only a partial ability that the Bidder can successfully manage projects for the Buyer and provides CCS with little confidence that the Bidder is capable of successful delivery. |
| **0** | The Bidders response has not fully addressed any of the 3 component parts (1 to 3) of the response guidance above, providing CCS with no confidence that the Bidder is capable of successful delivery  OR  A response has not been provided for this question.  Please note that if you are awarded a score of zero for this question you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition. |

**SECTION S – LOT 7c ONLY QUESTION**

| **Lot 7c** |
| --- |
| **S1 - Plastic and Security Packaging Scored Question for Lot 7c Only**  **S1 Requirement:**  CCS requires you to demonstrate how you will successfully deliver Plastic and Security Packaging to meet the buyer’s requirements.  You are required to demonstrate how you will provide warehouse storage facilities and stock management and inventory control. Please also provide evidence how you will provide volume forecasting in accordance with the mandatory service requirements as set out in **Annex 7 Framework Schedule 1 (Specification)**, and in the response guidance for this question. |
| **S1 Response Guidance**  All bidders must answer this question.  You must insert your response into the text fields in the eSourcing suite.  In order to satisfy the requirement, and the question associated with the requirement, you must:   1. Demonstrate how you provide secure warehouse storage as defined in **Annex 7 Framework Schedule 1 (Specification)** - paragraph 4**;** and 2. Demonstrate how you will meet the requirements for stock management and inventory control as defined in **Annex 7 Framework Schedule 1 (Specification)** paragraph 5; and 3. Demonstrate how you will provide the volume forecasting requirements as defined in  **Annex 7 Framework Schedule 1 (Specification)** -paragraph 9.   Your response should be limited to, and focused on, each of the component parts of the question posed (a to c). You must not make generalised statements or give irrelevant information.  Please attend to layout, spelling, punctuation and grammar. Address each of the component parts in the order they are listed in this response guidance. State which part you are responding to.  Maximum character count – 6,000 characters including spaces and punctuation.  You must not exceed the character count within the e-Sourcing suite. Responses must include spaces between words. No attachments are permitted; any additional documents submitted will be ignored in the evaluation of this question.  You are required to insert your response to this question in the technical envelope in boxes S1 (i), S1 (ii) and S1 (iii) each box has a character count of 2,000 characters. |

| **S1**  **Marking Scheme** | **Evaluation Guidance** |
| --- | --- |
| **100** | The Bidders response fully addresses all 3 of the component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with complete confidence that the Bidder is capable of successful delivery. |
| **66** | The Bidders response fully addresses 2 of the 3 component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with some confidence that the Bidder is capable of successful delivery. |
| **33** | The Bidders response fully addresses 1 of the 3 component parts (1 to 3), of the response guidance above, demonstrating only a partial ability that the Bidder can successfully manage projects for the Buyer and provides CCS with little confidence that the Bidder is capable of successful delivery. |
| **0** | The Bidders response has not fully addressed any of the 3 component parts (1 to 3) of the response guidance above, providing CCS with no confidence that the Bidder is capable of successful delivery  OR  A response has not been provided for this question.  Please note that if you are awarded a score of zero for this question you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition. |

**SECTION T – LOT 7d ONLY QUESTION**

| **Lot 7d** |
| --- |
| **T1 - Medical Packaging Scored Question for Lot 7d Only**  **T1 Requirement:**  CCS requires you to demonstrate how you will successfully deliver Medical Packaging to meet the buyer’s requirements.  You are required to demonstrate how you will provide warehouse storage facilities and stock management and inventory control. Please also provide evidence how you will provide volume forecasting in accordance with the mandatory service requirements as set out in **Annex 7 Framework Schedule 1 (Specification)**, and in the response guidance for this question. |
| **T1 Response Guidance**  All bidders must answer this question.  You must insert your response into the text fields in the eSourcing suite.  In order to satisfy the requirement, and the question associated with the requirement, you must:   1. Demonstrate how you provide secure warehouse storage as defined in **Annex 7 Framework Schedule 1 (Specification)** -paragraph 4 **;** and 2. Demonstrate how you will meet the requirements for stock management and inventory control as defined in **Annex 7 Framework Schedule 1 (Specification)** -paragraph 5; and 3. Demonstrate how you will provide the volume forecasting requirements as defined in **Annex 7 Framework Schedule 1 (Specification)** -paragraph 9**.**   Your response should be limited to, and focused on, each of the component parts of the question posed (a to c). You must not make generalised statements or give irrelevant information.  Please attend to layout, spelling, punctuation and grammar. Address each of the component parts in the order they are listed in this response guidance. State which part you are responding to.  Maximum character count – 6,000 characters including spaces and punctuation.  You must not exceed the character count within the e-Sourcing suite. Responses must include spaces between words. No attachments are permitted; any additional documents submitted will be ignored in the evaluation of this question.  You are required to insert your response to this question in the technical envelope in boxes T1 (i), T1 (ii) and T1 (iii) each box has a character count of 2,000 characters. |

| **T1**  **Marking Scheme** | **Evaluation Guidance** |
| --- | --- |
| **100** | The Bidders response fully addresses all 3 of the component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with complete confidence that the Bidder is capable of successful delivery. |
| **66** | The Bidders response fully addresses 2 of the 3 component parts (1 to 3), of the response guidance above, demonstrating that the Bidder can successfully manage projects for the Buyer and provides CCS with some confidence that the Bidder is capable of successful delivery. |
| **33** | The Bidders response fully addresses 1 of the 3 component parts (1 to 3), of the response guidance above, demonstrating only a partial ability that the Bidder can successfully manage projects for the Buyer and provides CCS with little confidence that the Bidder is capable of successful delivery. |
| **0** | The Bidders response has not fully addressed any of the 3 component parts (1 to 3) of the response guidance above, providing CCS with no confidence that the Bidder is capable of successful delivery  OR  A response has not been provided for this question.  Please note that if you are awarded a score of zero for this question you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition. |

**SECTION U – COMMERCIAL PRICING**

You must ensure you complete the correct Attachment 3 Price Matrix for each lot/sub lot you are bidding for in line with the guidance provided in Attachment 2 - How to Bid, paragraph 11 and the instructions contained within each individual Price Matrix. Your completed Price Matrix should then be attached to the relevant question in the commercial envelope within the eSourcing suite. A breakdown of the questions for each lot/sub is provided below.

| **Lot/sub Lot** | **Question No.** | **Question** |
| --- | --- | --- |
| Lot 1a | PQ1 | Please upload your completed Attachment 3a Pricing Matrix for Lot 1a  Please name the file [price\_insertyourcompanyname\_lot1a] |
| Lot 1b | PQ2 | Please upload your completed Attachment 3b Pricing Matrix for Lot 1b  Please name the file [price\_insertyourcompanyname\_lot1b] |
| Lot 1c | PQ3 | Please upload your completed Attachment 3c Pricing Matrix for Lot 1c  Please name the file [price\_insertyourcompanyname\_lot1c] |
| Lot 1d | PQ4 | Please upload your completed Attachment 3d Pricing Matrix for Lot 1d  Please name the file [price\_insertyourcompanyname\_lot1d] |
| Lot 1e | PQ5 | Please upload your completed Attachment 3e Pricing Matrix for Lot 1e  Please name the file [price\_insertyourcompanyname\_lot1e] |
| Lot 2 | PQ6 | Please upload your completed Attachment 3f Pricing Matrix for Lot 2  Please name the file [price\_insertyourcompanyname\_lot2] |
| Lot 3a | PQ7 | Please upload your completed Attachment 3g Pricing Matrix for Lot 3a  Please name the file [price\_insertyourcompanyname\_lot3a] |
| Lot 3b | PQ8 | Please upload your completed Attachment 3h Pricing Matrix for Lot 3b |
| Lot 3c | PQ9 | Please upload your completed Attachment 3i Pricing Matrix for Lot 3c  Please name the file [price\_insertyourcompanyname\_lot3c] |
| Lot 4a | PQ10 | Please upload your completed Attachment 3j Pricing Matrix for Lot 4a  Please name the file [price\_insertyourcompanyname\_lot4a] |
| Lot 4b | PQ11 | Please upload your completed Attachment 3k Pricing Matrix for Lot 4b  Please name the file [price\_insertyourcompanyname\_lot4b] |
| Lot 5 | PQ12 | Please upload your completed Attachment 3l Pricing Matrix for Lot 5  Please name the file [price\_insertyourcompanyname\_lot5] |
| Lot 6 | PQ13 | Please upload your completed Attachment 3m Pricing Matrix for Lot 6  Please name the file [price\_insertyourcompanyname\_lot6] |
| Lot 7a | PQ14 | Please upload your completed Attachment 3n Pricing Matrix for Lot 7a  Please name the file [price\_insertyourcompanyname\_lot7a] |
| Lot 7b | PQ15 | Please upload your completed Attachment 3o Pricing Matrix for Lot 7b  Please name the file [price\_insertyourcompanyname\_lot7b] |
| Lot 7c | PQ16 | Please upload your completed Attachment 3p Pricing Matrix for Lot 7c  Please name the file [price\_insertyourcompanyname\_lot7d] |
| Lot 7d | PQ17 | Please upload your completed Attachment 3q Pricing Matrix for Lot 7d  Please name the file [price\_insertyourcompanyname\_lot7d] |