

Stage 1 - Evaluation Criteria - Quality		Score	Comments
1	Unqualified acceptance of: The Planning Inspectorate’s Conditions of Contract Annex A including all associated Schedules: Schedule 1: Fees and Expenses Schedule 2: Key Performance Indicators Schedule 3: Security		
2	Location of the supplier Is the supplier in easy travelling distance to Bristol - essential for this opportunity		
3	Requirement 1 – Branding and reputation To position the Planning Inspectorate as trusted, independent and innovative planning experts by providing easy to understand video content about our work and role as well as sharing our expertise with a professional audience through interviews from subject matter experts.		
4	Requirement 2 – Recruitment To showcase the breadth and quality of work of our people. ‘Sell’ the Inspectorate as a great career option for prospective employees. This is likely to consist of around five 1-2 minute films showcasing the work of different employees.		
5	Requirement 3 - Guidance To provide clear and easy to understand guidance for customers so they are knowledgeable about the process and take the right actions. This will consist of a series of short animations, or a combination of filmed and animated films.		
6	Deliverables How well does the supplier response confirm that they can meet the deliverables in Paragraph 16?		
7	Skills & Experience How well does the supplier demonstrate that they have the skills and experiece required in paragraph 17		
Total score Note - a minimum of 3 out of 5 for each relevant criteria must be reached to progress to Stage 2		0	

Scoring Guidance	Additional Information
5 - Exceptional 4 - Above expectations 3 - Meets expectations 2 - Below expectations 1 - Well below expectations 0 - No evidence	Stage 1 - Criteria 1 & 2 can only be scored 5 for yes or 0 for no