**Working for Carers 2019-2022 evaluation:**

**Award Questionnaire**

**Introduction**

* 1. You must complete the Award Questionnaire below. Any words in excess of the limits shown and any attachments other than those specifically indicated, will not be considered.
	2. You must submit the completed Award Questionnaire and other required documents in accordance with the instructions set out at Section 13 of the Invitation to Tender.
	3. The evaluation of your submission will be made on the basis of the award criteria, guidance and scoring matrix set out in theEvaluation Procedure document*.*

**Award Questions:**

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| --- | --- | --- |
| 1. **Company Profile**
 | **Maximum score** | **Word limit** |
| Describe your company / organisation, background and main activities | Not scored – information only | **500 words** |
| **Response** |

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| --- | --- | --- |
| 1. **Experience**
 | **Maximum score** | **Word limit** |
| Describe your experience of delivering other empirical research projects. Include any examples / case studies as separate attachments. These will not be included in the word count | 16 Marks | **750 words** |
| **Response** |

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| 1. **Understanding of carers**
 | **Maximum score** | **Word limit** |
| Describe your knowledge and understanding of unpaid carers in the UK | 8 marks | **250 words** |
| **Response** |

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| **4. Understanding of barriers to employment** | **Maximum score** | **Word limit** |
| Describe your knowledge and understanding of the barriers to employment and how these can (or should be) addressed, including reference to those that could be experienced by unpaid carers | 8 marks | **250 words** |
| **Response** |

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| 1. **Use of relevant IT**
 | **Maximum score** | **Word limit** |
| Describe your ability and experience of collating and analysing extensive data gathered from online databases and systems | 4 marks | **250 words** |
| **Response** |

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| 1. **Methodology (i)**
 | **Maximum score** | **Word limit** |
| Set out your methodology including timescales for carrying out the evaluation  | 20 marks | **1250 words** |
| **Response** |

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| 1. **Methodology (ii)**
 | **Maximum score** | **Word limit** |
| Describe how you will achieve an even spread across geographical regions and the targeted stakeholders. | 8 marks | **300 words** |
| **Response** |

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| 1. **Staffing**
 | **Maximum score** | **Word limit** |
| Describe your capacity for carrying out the evaluation and the skills and experience of the key staff who will be involved | 12 marks | **500 words** |
| **Response** |

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| 1. **Social Value**
 | **Maximum score** | **Word limit** |
| Describe how you will add social, economic and environmental value to the project area through your delivery of the contract. (in accordance with the Public Contracts Social Value Act 2012) | 4 marks | **250 words** |
| **Response** |