



Tender Report on the Evaluation of Offers for Rooftop Housing – Window & Doors Programme

WD1 – Windows and Doors

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Version	Date Issued	Summary of Changes	Author Initials
1.01	31.05.22	First draft prepared	PB



Executive Summary

This report summarises the results of the mini-competition evaluation of offers recently submitted for the supply and installation of windows and doors across a 3-year programme.

Approval is sought to proceed with the award of the WD1 Windows and Doors mini competition to Anglian Windows following the completion of the evaluations carried out by SWPA and Rooftop Housing, Anglian Windows provided a full, compliant bid and offered the Most Advantageous Tenders (MAT).

1. Mini competition structure

Offers were invited for the Supply and Installation of Windows and Doors across a 3-year programme via the WD1 Windows and Doors Framework.

Together with the documents to be submitted the ITT included full details about the terms and conditions of the framework and the project, Specifications, and the evaluation and scoring process, setting out to bidders the precise allocation of scores that would be awarded to each element within the offer.

Award Criteria

Schedule No.	Schedule Description	Total Weighting
Schedule 3	Windows and Doors Programme – Quality (Method Statements)	20%
Schedule 4	Windows and Doors Programme – Pricing Schedule	60%
Schedule 5	Windows and Doors Programme – Social Value Toolkit	20%

QUALITY

Question No.	Question Title	Sub-Weighting
Q1	Communication Strategies	8.00%
Q2	Contract Resourcing and Management Proposals	5.00%
Q3	Health & Safety	7.00%

SOCIAL VALUE

Quantitative Score	50% (10% of overall weighting)
Qualitative Score	50% (10% of overall weighting)

PRICING

Rooftop Housing utilised the following 'lowest bid' pricing model.

$$\left(\frac{\text{Lowest bid}}{\text{Bid received}} \right) \times \text{Price weighting} = \text{Price score}$$

2. Submitted offers, Receipt and Opening

Expression of Interest (EOI) was sent to contractors on 17th March 2022 and the following companies accepted:

- Anglian Windows
- Sovereign Group Ltd
- Graham Holmes Astraseal Ltd
- Nationwide Windows & Doors
- Solar Windows Ltd

The procurement timetable was as follows:

Activity	Date
Issue Expression of Interest (EOI)	Complete
ITT upload to ProContract	27 th April 2022
Return of ITT	13 th May 2022
Evaluation process	13 th May 2022 – 17 th May 2022
Client internal sign-off / approval	18 th May 2022 – 20 th May 2022
Contract Award – Notify Bidders	20 th May 2022
Contract commencement (individual client schemes)	TBC
Contract Period	3-year contract

During the tender process Rooftop Housing received a number of clarification questions, please see Appendix 3. This included a request to extend the tender deadline, which was accepted, so the return of ITT deadline was the 20th May.

The tender return date expired, and we received bids from all 5 contractors:

Company name	Workgroup	Version	Published
Anglian Windows Ltd t/a Anglian Building Products	Bid Team	1	19/05/22 11:59:40
Graham Holmes Astraseal	trade	1	13/05/22 12:28:11
Nationwide Windows (UK) Ltd	Bid Team	1	10/05/22 16:38:51
Solar Windows Ltd	Commercial	1	19/05/22 11:51:19
Sovereign Group Limited	Sales	1	10/05/22 08:36:52

3. Evaluation

The evaluation team consisted of the following people:

- Phil Blackmore – South West Procurement Alliance (SWPA)
- Tim Round – Rooftop Housing

SWPA evaluated the pricing and Quantitative Social Value responses.

Rooftop Housing evaluated the Quality (Method Statements) and Qualitative Social Value responses.

Please see Appendix 2 for the full breakdown of pricing and scoring.

4. Award Recommendation

The mini competition is awarded based on the evaluation criteria and scoring as set out in this document and all Appendices, we recommend that the award is made to Anglian Windows based on their MAT score of 91.29% / 100%

5. Next Steps

Subject to the recommendations and outcomes from this report being accepted by Rooftop Housing, SWPA will issue to the applicants a letter / ProContract notice outlining the outcome of their submission.

These notification letters are for award purposes only and do not commit you or the contractors into a binding contract.

Rooftop Housing are not required to observe a standstill period or issue a Contract Award Notice.



Appendix 1 – SWPA mini-comp ITT – Windows and Doors Programme v3



Appendix 2 – Rooftop Housing – Windows and Doors Programme – Tender Evaluation



**Appendix 3 – Rooftop – Windows and Doors Mini-competition Clarification Log (5)
12.05.22**