

27th October 2021

Contract and Project reference: XXXXX

Contractors Tender Guidance - Pre-contract BIM Execution Plan (BEP)

1. As a result of BIM compliance issues on recent tender activities, this document has been written as guidance to support one specific element of the BIM response; Responding to the Employer's Information Requirement (EIR)

Note 1: Irrespective of any previous recent Tenders that the Tenderer may have responded against, this guidance must be followed as part of this Tender submission.

2. The Tenderer must provide a Pre-Contract BEP in a direct response to MODs EIR.
3. Alongside the provision of the Tenderer's Pre-Contract BEP, the Tenderer must also complete the Suppliers evidence within the Pre-Contract Award Assessment tab of the BEP Evaluation Assessment Criteria document:
 - a. The Pre-contract Award Assessment criteria details 15 separate criteria to which the BEP must address. This includes 3 mandatory pass/fail criteria that must be met.
 - b. For each criteria the BEP Evaluation Assessment document provides;
 - (1) A cross-reference to the relevant section within the EIR;
 - (2) Assessors Guidance:
 - (a) detailing how a confidence score is awarded (Pre-Contract Award Tab Reference G10:K10);
 - (b) detailed elements that need to be addressed for under each criterion.
 - (c) Suppliers Evidence Fields.
4. The Suppliers evidence within the Pre-Contract Award Assessment tab of the BEP Evaluation Assessment Criteria document must contain a suitable cross reference to the corresponding information within the Tenderers BEP.

Note 2: The Supplier Evidence on the Pre-Contract Award Assessment tab is for signposting purposes only and not for introducing additional evidence against the EIR, as this will not be taken into consideration as part of the BEP Evaluation.

Note 3 If the Supplier Evidence on the Pre-Contract Award Assessment tab response is not signposted it will also not be taken into consideration.

5. The 3-mandatory pass/fail criteria require an unequivocal statement of confirmation within the BEP.
6. Remaining 12 criteria require a detailed response, within the Tenderer's BEP, this must directly respond to the requirements of the EIR and will be evaluated wholly against the BEP Evaluation Criteria.
7. The BEP Evaluation Assessment Criteria has a distinct set of requirements which need to be responded to within the Tenderer's BEP to enable full compliance (see Assessor's Guidance) e.g. in response to EIR Section 5.11, covering off each element of the question as underlined;

"The bidder provides "**Full Details**" of how they will work **collaboratively** in the maintenance and delivery of appropriate information management and access **training** to **"all" interfacing parties**; working **collaboratively** across the delivery team, including with the **Employer's staff and the supplier's own supply chain members**, including **full details** of the following:

- a) Key parts of the BIM Execution Plan**
- b) The Supplier's collaboration tool**
- c) Clash detection process and reporting**
- d) Model viewers**

e) CDE