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**Responses to technical Questions**

**Project\_2865: CPV Active -
Planned Maintenance and Safety Equipment Recertification**

This procurement is being conducted with both a Technical and Price assessment.

Weightings have been established against each evaluation criteria to reflect their relative importance.

The Technical Criteria is weighted at 25% and the Price Criteria is weighted at 75%.

The Technical Criteria is further broken down and weightings have been applied to each of the scoring Technical questions, these are shown in red in the Bidding Tool Annex C.

Bidders must enter their responses to all Technical Questions in the boxes within this document, there is one box for each question. **The maximum number of words for each response is 500. Any text beyond 500 words will not be evaluated.**

Bidders are required to ensure responses fully comply with the definition of ‘Safe System of Work’ and ‘Method Statement’ set out in the SOR.

## **Technical questions requiring a response from bidders.**

1. Bidding Tool Annex C requirement 1.1
2. Bidding Tool Annex C requirement 1.7
3. Bidding Tool Annex C requirement 14.1
4. Bidding Tool Annex C requirement 23.1
5. Statement of Requirements Clause 6.3

The Technical responses will be scored as follows:

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| **Scoring Matrix**  |
| 100Fully Meets requirement | A response which is completely relevant to the question and excellent overall. The response is comprehensive, unambiguous and demonstrates a thorough understanding of the requirements and provides full details of how the requirement will be met in full. Where applicable full and relevant evidence has been provided to demonstrate delivery of the goods and/or services to the Buyer’s requirements.  |
| 70Mostly Meets requirement | A response which is relevant to the question and good overall. The response is sufficiently detailed to demonstrate a good understanding of the requirements and provides details on how the requirements will be fulfilled. Good evidence has been provided which demonstrates delivery of the goods and/or services to meet the Buyer’s requirements, but which lacks clarity or evidence on some of the criteria set out in the question. |
| 30 Partially Meets requirement | A partial response that contains some gaps and inconsistencies in meeting the evaluation criteria and/or specification of requirements, and/or inadequate evidence has been provided to support the response to the question. The response addresses some elements of the question criteria but contains insufficient/limited detail or explanation to demonstrate how the requirement will be fulfilled. |
| 0 Does not meet requirement | A nil or inadequate response. The response does not comply or fails to demonstrate an ability to meet the requirements.   |

\*The Buyer shall be entitled to exclude Bidders from the procurement exercise who score ‘0’ for any Technical question, irrespective of their scores in other areas.

The pricing scores are allocated relative to the lowest total compliant bid cost.

The lowest total compliant bid cost is awarded 100% of the marks available for Pricing.

All other bids that are compliant but more expensive will receive a proportionate mark lower than the full 100%, reducing to zero where the bid is 100% or more than the lowest bid i.e., where a compliant bid is 100% or more expensive than the lowest compliant bid it will receive no marks.

Price Score = Lowest Tender Price X 75%

                    Tender Price

The Total Technical Score and the Total Price Score are added together to give the Bidders overall evaluation score. A worked example of this approach is given below in Annex A.

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| --- | --- |
| Question requiring a response | Weight within bid evaluation |
| **Bidding Tool Annex C requirement 1.1** Lift the CPV from the water, using an in-date certified lift and appropriate safe process to reduce the stresses on the GRP hull to prevent damage occurring. Supplier to provide hull blocks to protect sponson from excessive load. **Please provide a method statement on how this activity will be undertaken using a safe system of work.** | 5% |
| Please provide your response to this requirement in the box below (maximum 500 words) |
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| --- | --- |
| Question requiring a response | Weight within bid evaluation |
| **Bidding Tool Annex C requirement 1.7**Inspect superstructure and deck, providing a report on structure and preservation condition and any remedial work recommended in accordance with the emergent work process. **Please provide a method statement on how an inspection of the superstructure and deck will be undertaken using a safe system of work.** | 5% |
| Please provide your response to this requirement in the box below (maximum 500 words) |
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| --- | --- |
| Question requiring a response | Weight within bid evaluation |
| **Bidding Tool Annex C requirement 14.1**Undertake battery capacity tests on all battery banks. **Please provided a method statement on how battery capacity tests on all battery banks will be carried out, detailing the test equipment required.** | 5% |
| Please provide your response to this requirement in the box below (maximum 500 words) |
|  |

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| --- | --- |
| Question requiring a response | Weight within bid evaluation |
| **Bidding Tool Annex C requirement 23.1**Undertake a thorough inspection of the Hamilton water jet system and report the findings on any defects/remedial work recommended. **Please provide a method statement on the inspection of the Hamilton water jet system, detailing how the inspection will be undertaken and how defects and recommended remedial work will be reported.** | 5% |
| Please provide your response to this requirement in the box below (maximum 500 words) |
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| --- | --- |
| Question requiring a response | Weight within bid evaluation |
| **Statement of Requirements Clause 6.3**The Supplier shall submit a draft CDP (in days) covering the completion of all planned work as part of the formal quotation for this work package, in an accessible Microsoft Office document format (.doc, .pdf or .xlsx), for approval by the Buyer. Once agreed by the Buyer, this will form the final CDP to be followed during the lifetime of the contract and include dates for PIM, PCM and weekly meetings.6.3.1 The CDP will be evaluated and contribute 5% to the total evaluation score.6.3.2 The CDP shall, in addition to § 6.3:6.3.2.1 Clearly show the key milestones and proposed PIM.6.3.2.2 List all Major Headings in Annexes A, B, C, and D of the Bidding. Tool6.3.2.3 List all work in chronological order with relationships clearly shown and logically scheduled across all annexes.6.3.2.4 Include start and finish dates for all work. | 5% |
| Please provide your response to this requirement in the box below (maximum 500 words) |
|  |

# Annex A – scoring summary and examples.

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| **Overall Evaluation** | Example |
| **Quote Total Cost** - lowest bid awarded 75%, other bids scored in proportion to the lowest bid | * + Bid values of £90, £75, and £65
	+ Bid 1 = 65 / **90** \* 70 = 50.6%
	+ Bid 2 = 65 /   **75** \* 70 = 60.7%
	+ Bid 3 = 65 /   **65** \* 70 = 70.0%
 |
| **Five Technical Requirements** - five questions weighted 5% each scored 100/70/30/0 - 25% in total | * + Question 1 bid scores of 70, 100 and 30
	+ Bid 1 score = **70** / 100 \* 5 = 3.5%
	+ Bid 2 score = **100** / 100 \* 5 = 5.0%
	+ Bid 3 score = **30** / 100 \* 5 = 1.5%
 |
| **Technical scores of zero** - any bid scoring zero for any Technical Requirement may be **excluded** from the procurement |   |
| **Overall Evaluation Score** - the Cost and Technical scores will be added together, highest overall score wins | * + Bid 1- cost = 50.6, technical\* = 21.0 - overall score = 71.6%
	+ **Bid 2 - cost = 60.7, technical\* = 30.0 - overall score = 90.7%**
	+ Bid 3 - cost = 70.0, technical\* = 9.0 - overall score = 79.0%

*\*Assumes same technical score as Question 1 example for each of the seven questions* |
| **Tie-breaker** - where overall bids are within 0.5% of each other, the supplier with the highest score for price wins.  |   |