

Technical Evaluation

Technical questions - part 1, part 2 and part 3 commence on page 3 the following information points:

Evaluation Stage 1 - Technical	Section Reference	Evaluation Criteria	Question Scoring/Weighting (%)
	Selection Stage: Selection Questionnaire (SQ) responses submitted in response to the Contract Notice	<p>Part 1: covers the basic information about the supplier, such as the contact details, trade memberships, details of parent companies, group bidding and so on and is provided for information only.</p> <p>Part 2: covers a series of self-declarations by the supplier regarding whether or not any of the questionnaire exclusion grounds apply and will be assessed on that basis.</p> <p>Part 3: covers a series of self-declaration questions regarding whether or not the company meets the selection criteria in respect of their financial standing and technical capacity.</p>	<p>Weighted scoring as detailed in each Question</p> <p>Minimum pass rates are included against relevant questions</p> <p>Weighted scoring as detailed in each Question</p> <p>Minimum pass rates are included against relevant questions</p> <p>Pass/Fail</p>
	Section Reference	Evaluation Criteria	Question Scoring/Weighting (%)
	Form of Tender	This stage is not scored but if you do not upload a complete, signed and dated Form of Tender in accordance with the instructions in the eSourcing System/accept the Form of Tender statement in the SQ your Tender will be rejected as non-compliant.	Pass/Fail
Evaluation Stage 1 - Technical	Section Reference	Evaluation Criteria	Question Scoring/Weighting (%)

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	Evaluation Stage: Technical	<p>This stage will be evaluated in accordance with the criteria set out in SQ above.</p> <p>All responses will be evaluated and scored as detailed in the scoring breakdown contained in the below document.</p>	Weighted Scoring as detailed in each Question
	<p>The Technical evaluation will account for 80% of the total score. All responses will be scored in accordance with [the detailed guidance within the Authority's eSourcing System]</p> <p>Tenderers who fail to achieve the stated Technical Thresholds will not proceed to the Commercial evaluation.</p>		
Evaluation Stage 2 - Commercial	Section Reference	Evaluation Criteria	Question Scoring/Weighting (%)
	Evaluation Stage: Commercial - Pricing Schedule	Prices will be evaluated in accordance with criteria set out in [the Pricing Schedule in the Authority's eSourcing System] and will be based on Fixed Cost.	Scored
<p>The Commercial evaluation will account for 20% of the total score. All responses will be scored in accordance with the detailed guidance within the Authority's eSourcing System]</p>			
	Section Reference	Calculation	
	Final score	<p>The final score is calculated by adding the total quality weighted score with the total commercial weighted score.</p> <p>The most economically advantageous tender will be the Tender with the highest final score.</p>	

Scoring Criteria

The following scoring criteria is to be used when evaluating responses to Stage 3 Technical Questionnaire. A Tenderer's response will be assessed against the detailed criteria provided for each question (listed above) and be assigned a Descriptor and score from the table below:

Descriptor	Score	Definition
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Very good	100	Addresses all the Authority's requirements with all the relevant supporting information set out in the Bidder Pack. There are no weaknesses and therefore the tender response gives the Authority complete confidence that all the requirements will be met to a high standard.
Good	70	Addresses all the Authority's requirements with all the relevant supporting information set out in the Bidder Pack. The response contains minor weaknesses and therefore the tender response gives the Authority confidence that all the requirements will be met to a good standard.
Moderate	50	Addresses most of the requirements with most of the relevant supporting information set out in the Bidder Pack. The response contains moderate weaknesses and therefore the tender response gives the Authority confidence that most of the requirements will be met to a suitable standard.
Weak	20	Substantially addresses the requirements but not all and provides supporting information that is of limited or no relevance or a methodology containing significant weaknesses and therefore raises concerns for the Authority that the requirements may not all be met.
Unacceptable	0	No response or provides a response that gives the Authority no confidence that the requirement will be met.

Evaluation questions and responses

Please ensure that all questions have a response. Please make sure the response to each question is included in full in each response box, do not worry about repetition between questions as each question will be evaluated separately.

Word limit is the upper limit we do not expect respondents to need this full word count for each response. Please present answers in alternative formats where appropriate.

Question	Criteria / Detail	Score
Part 1 - Technical		
T001	<p>Demonstrable competency in developing, training and proving the robustness of Natural Language Process (NLP) models¹ - 250 words.</p> <p><i>Please note that bids will need to achieve a minimum pass rate of 70 percent (%) in this question to move to next question)</i></p>	5%
Response		

¹ Herein, NLP includes any other associated techniques (e.g., topic modelling) that could be used.

T002	Ability to apply ² Natural Language Processing (NLP) to a range of different unstructured textual data forms (e.g. Social Media, blogs, Journals, literature, technical reports, science fiction etc.) ³ -250 words. <i>Please note that bids will need to achieve a minimum pass rate of 50 percent (%) in this question to move to next question)</i>	15%
Response		
T003	Have (or be able to access) a specialist in Media Information Analysis (e.g., reach/engagement metrics, emerging social media environments, media coverage, socio-political media data, audience segmentation, media ownership, demographics etc.) Max word limit is 250 words.	5%
Response		
T004	Knowledge of, access to ⁴ and ability to configure appropriate datasets both for training and live testing ⁵ -Max word limit is 250 words.	5%
Response		
T005	Ability to host data in a suitable environment - Max word limit is 250 words.	5%
Response		
T001D	Publicised current research in relevant areas. (Please list references)	1%
Response		

² By 'apply', you should infer 'experiment with'. We are seeking to test feasibility and viability of different forms of unstructured textual data.

³ Available on request – includes a continually growing and refining dataset of ~2000 pre-identified sources, organised in Source Groups. This does not contain raw textual data but does indicate where we would seek to direct scrapping from.

⁴ We anticipate this may include purchasing data and expect proposal to budget according for this provision.

⁵ Ibid

T002D	Ability to apply Natural Language Processing (NLP) to at least one non-English language ⁶ - Max word limit is 250 words.	1%
Response		
T003D	Access to foreign linguists' for deeper studies on non-English language testing (esp. Russian, Chinese, Arabic or Spanish) - Max word limit is 250 words..	1%
Response		
Part 2 - Delivery		
D001	Produce a high-level, indicative delivery plan that describes how the each of the futural features, capabilities and processes will be attended to ⁷ -Max 500 words not including figures – Alternative formats will be considered Attach separate document if required. Please note that the decision may be taken that a Response will not be carried forward to the next evaluation stage should bids not achieve a minimum pass rate of 70 in this question	15%
Response		
D002	Produce a high-level, indicative costed breakdown of named personnel to be assigned to the project, including an appointed research director – attach table. Please note that the decision may be taken that a Response will not be carried forward to the next evaluation stage should bids not achieve a minimum pass rate of 50 in this question	10%
Response		
D003	Demonstrate (and where necessary develop) appropriate data governance mechanisms - Max word limit is 250 words, making reference to existing institutional policies.	5%
Response		

⁶ Primarily for comparative analysis (e.g., does an NLP Futures Classifier trained on English data provide reliable results on Russian texts?)

⁷ We anticipate an initial workshop to establish a joint way of working, timings and output schedule within the first month

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D004	Commitment to open ⁸ , transparent and explainable protocols with a clear focus on critically engaging with and addressing issues of algorithmic and data bias - Max word limit is 250 words, making reference to existing institutional policies.	5%
Response		
D005	Appropriately skilled personnel identified to support the completion of a Data Protection Impact Assessment (DPIA) ⁹ with the Defra DPO and core team - Max word limit is 250 words with named individual(s).	5%
Response		
D006	Set up and conduct ethics reviews with appropriately skilled personnel and processes - Max word limit is 250 words, making reference to existing institutional policies.	5%
Response		
D007	Able to work in an agile manner, focusing on releasing outputs early and often to support iteration ¹⁰ - Max word limit is 250 words.	5%
Response		
D008	Commitment to interdisciplinary, critical investigation of the NLP methodology, technical tools and processes used ¹¹ - Max word limit is 250 words.	5%
Response		
D009	Delivery risks identified, assessed and managed - Max word limit is 250 words, presented in a table (optional).	5%
Response		

⁸ Here referring to [Open Standards](#) and towards publishing of theory, methods and results.

⁹ ICO, [Data Protection Impact Assessment](#)

¹⁰ To best ensure this collaboration can be opportunistic in its support to live policy making, we would aim to work together to agree 'Output Iteration Cycles' (OIC) whereby we can gauge when we can anticipate output.

¹¹ e.g., Halford et al ([2018](#)); Halford and Savage ([2017](#)); Tinati et al ([2014](#)).

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D001D	Has established links with other relevant programmes, projects and institutions broadly related to data innovations in environmental fields - Max word limit is 250 words list.	1%
Response		
D002D	Have established means to ensure (or be willing to support the development of) effective knowledge sharing - Max word limit is 250 words.	1%
Response		
Part 3 – Self Declaration Questions (supplier) - Qualification Envelope - Financial Standing (Duns and Bradstreet report		
Please provide Dun and Bradstreet number:		
Please provide company registration number:		