



# Quotation Opportunity

Title: 20210610\_IFCA trackers

Date of Issue: 11/6/2021 Issue No: 1

Deadline Date: 25/6/2021 Deadline Time: 1600BST

CIOS Contact: Tom Hooper Variants Bids Accepted: No

Email: [procurement@scilly.gov.uk](mailto:procurement@scilly.gov.uk)

## Requirement

Type: [Goods](#)

CPV Code: 31700000 Electronic machinery, apparatus and microsystems

Number of providers to be appointed: 1

Short Description: The Council of the Isles of Scilly are seeking a single provider for the supply of suitable acoustic marine tracking equipment as outlined in the attached technical specification.

Procurement timeline:

Advertised : 11/6/2021

Clarifications to [procurement@scilly.gov.uk](mailto:procurement@scilly.gov.uk) by 1600 BST 18/6/2021

Tender submission deadline: 1600 BST 27/6/2021

Contract start date: 1/7/2021

Contract end date: 31/7/2022

Terms and conditions: to be signed and returned with Expression of interest

Technical Specification Attached: [Yes](#)

Acoustic tags (transmitters) must be compatible with acoustic receivers (see Lot 2)

- 50 transmitters are required by July 2021 to be delivered to Isles of Scilly
- 50 transmitters are required by July 2022 to be delivered to Isles of Scilly

Acoustic receiver and accessories

Up to 12 depending on quoted price By: May 2022 To: Isles of Scilly IFCA

# Response

In completing your quotation please provide the following:

1. A completed copy of the EoI Form (in the quotation pack) to [procurement@scilly.gov.uk](mailto:procurement@scilly.gov.uk)
2. A written response to the following quality criteria below

## Quality Criteria 60%

**QC 1:** Describe how the product you propose meets or exceeds the requirement identified **Value** 70% **Limit:** 1 A4 side

QC 2: Quality of the programming / communication interface **Value** 10% **Limit:** 1 A4 side

QC 3: Compatibility with other telemetry equipment vendors **Value** 10% **Limit:** 1 A4 side

QC 4: Technical support and warranty **Value** 10% **Limit:** 1 A4 side

3. A price for delivering the Works Please set out your price in the following layout.

## Price Criteria 40%

Description	Cost (£)
Acoustic transmitter (unit price)	
Total for 50 transmitters (July 2021)	
Total for 50 transmitters (July 2022)	
Shipping and handling (July 2021)	
Total price for 2021 delivery	
Total price for 2022 delivery	
Receivers (Unit price)	
Estimated Delivery cost June 2022	
Total	
Total procurement price for evaluation	
Consisting: 50 Transmitters 2021 delivery, 50 transmitters 2022 delivery and a unit price for up to 12 receivers for 2022 delivery	

\*Please note that only the Total Price is evaluated and that any breakdown is purely for budgetary/information purposes

4. The following information (required by the Authority to undertake due diligence checks).
  - Full company name and registered/main address
  - Company Registration Number
  - VAT number (if applicable)
  - A signed declaration by a director (or equivalent) of the company recognising that you are willing to be bound by the terms and conditions of this quote (see enclosed Terms & Conditions)
  - A signed declaration that you have not been convicted of any of the offenses stated in Regulation 23 of the Public Contract Regulations 2006 and any amendment (see condition 16 and the declaration section of the terms and conditions)
  - References - Not Used

## Award

Submissions will be assessed on the basis of the most economically advantageous quotation approach whereby both the quality and the price of the submission will be reviewed to determine the best overall offer. The evaluation team will consist of at least 2 people who will individually score the quality submission before coming to a consensus decision taking into account the perspectives of the evaluation team members. Price scores are determined by a formula.

### Quality Criteria

Each of the criteria identified on page 2 of this form will be evaluated using the scoring system below with these percentages multiplied by the maximum score achievable for each question.

Assessment	Score
<b>Very Poor</b> – Submission fails to demonstrate the required understanding/knowledge/information requested	1
<b>Poor</b> – Submission provides limited evidence of meeting the projects objectives, aims or the requirements of the Council.	2
<b>Satisfactory</b> – Submission demonstrates an adequate understanding of the project and/or the requirements of the Council	3
<b>Good</b> – Submission demonstrates considerable evidence of meeting or exceeding the project objectives, aims or requirements of the Council.	4
<b>Very Good</b> – Submission demonstrates clear evidence of significantly exceeding the project objectives, aims or requirements of the Council	5

**Sample calculation** – If the overall quality criterion is 60% and quality criteria 1 (QC 1) is 5%, the maximum achievable score for QC1 is 3%. If the evaluators score the response to this question at 40% (lower satisfactory) then the contractor would be awarded 1.2% of the 3% available. Or  $(60 \times 5\%) \times 40\% = 1.2\%$

Once each of the quality criteria have been assessed using the above scoring mechanism, the individual quality criteria scores will be summed to provide the overall quality score.

### Price Criteria

The price scores are evaluated by assessing each of the submissions relative to the mean average of all the price submissions received. The mean average constitutes the middle point at which 50% of the total marks would be awarded. Prices that are greater than the mean receive lower price scores and prices that are lower than the mean receive higher percentage scores. These percentage scores are then multiplied by the weighting for the Price Criteria to give the overall price score.

**Sample calculation** – two submissions are received with a mean average price of £137.50. Submission A has a price of £100 whilst submission B has a price of £175. Submission A's price score is calculated as  $137.5/100 \times 50 = 68.75$  and submission B's price score is calculated as  $137.5/175 \times 50 = 39.28$ . Both of these amounts are then weighted by the Price Criteria %. Assuming a 40% Price Criteria Submission A's weighted score is 27.50% and Submission B's is 15.71%.

### Overall Score

The overall score for the submission is determined by summing the overall quality score with the overall price score. For clarity, the contract will be awarded to the submission that has the highest overall score.