|  |  |  |
| --- | --- | --- |
| **Please suitably mark which Lots you are bidding for this tender.** | | |
| **Lot 1** | **Lot 2** | **Lot 3** |
|  |  |  |

* Each Criterion Question Response is clearly indicated to ensure it is clear for evaluation by the NMRN panel.
* Welcome to change fonts, but please keep these to a minimum of size 10 for response text.
* That the word limit is just that, it is not a target.
* That no other part of the ITT is changed other than the Evaluation Criteria, as you’re welcome to separate this section only from the document.
* However, it must be clearly labelled for example- “Supplier Name Response to Quality Evaluation Criteria”.
* It can be submitted as a PDF document or Word Document.

## Lot 1- All Sites

|  |  |
| --- | --- |
|  | **Criteria 1- Relevant skills and experience, managing a contract of this type in terms of cyclical cleaning** |
| Response  (2,000 word limit) |  |

|  |  |
| --- | --- |
|  | **Criteria 2- Quality of the method statement and approach to Health and Safety** |
| Response  (2,000 word limit) |  |

|  |  |
| --- | --- |
|  | **Criteria 3- Quality Control and Performance Management** |
| Response  (2,000 word limit) |  |

|  |  |
| --- | --- |
|  | **Criteria 4- Environmental Sustainability** |
| Response  [2000 word limit] |  |

|  |  |
| --- | --- |
|  | **Criteria 5- Managing multi-site contract** |
| Response  [2000 word limit] |  |

## Lot 2- NMRN Hartlepool Only

|  |  |
| --- | --- |
|  | **Criteria 1- Relevant skills and experience, managing a contract of this type in terms of cyclical cleaning** |
| Response  (2,000 word limit) |  |

|  |  |
| --- | --- |
|  | **Criteria 2- Quality of the method statement and approach to Health and Safety** |
| Response  (2,000 word limit) |  |

|  |  |
| --- | --- |
|  | **Criteria 3- Quality Control and Performance Management** |
| Response  (2,000 word limit) |  |

|  |  |
| --- | --- |
|  | **Criteria 4- Environmental Sustainability** |
| Response  [2000 word limit] |  |

## Lot 3- NMRN Portsmouth Historic Dockyard Sites (including Gosport sites)

|  |  |
| --- | --- |
|  | **Criteria 1- Relevant skills and experience, managing a contract of this type in terms of cyclical cleaning** |
| Response  (2,000 word limit) |  |

|  |  |
| --- | --- |
|  | **Criteria 2- Quality of the method statement and approach to Health and Safety** |
| Response  (2,000 word limit) |  |

|  |  |
| --- | --- |
|  | **Criteria 3- Quality Control and Performance Management** |
| Response  (2,000 word limit) |  |

|  |  |
| --- | --- |
|  | **Criteria 4- Environmental Sustainability** |
| Response  [2000 word limit] |  |

Past Performance

|  |  |
| --- | --- |
| Please confirm whether or not your organisation, consortium members have:   * Defaulted on the delivery of a contract within the last 3 years (goods and services) or 5 years (works) * Had a contract cancelled, or not renewed, for failure to perform within the last 3 years (goods and services) or 5 years (works   If any of the above applies, please provide an explanation of the action you have taken to prevent a re-occurrence  **Guidance** – *The buyer will use the information to determine whether you have a successful record of delivery.* |  |

Tender Evaluation Criteria- Reference

The NMRN Reserves the right to award this tender as a single appointment under Lot 1, or split the award under separate lots as stated below.

The Tender Evaluation criteria for this ITT is defined as follows:

|  |  |  |
| --- | --- | --- |
| **Lot 1- NMRN Hartlepool & PHD Sites** | | |
| **Criteria** | | **Area Weighting** |
| **QUALITY**  **Overall Weighting: 60%** | | |
| **1** | **Criteria 1- Relevant skills and experience, managing a contract of this type in terms of cyclical cleaning** | **20%** |
| **2** | **Criteria 2- Quality of the method statement and approach to Health and Safety** | **15%** |
| **3** | **Criteria 3- Quality Control and Performance Management** | **10%** |
| **4** | **Criteria 4- Environmental Sustainability** | **5%** |
| **5** | **Criteria 5- Managing multi-site contract** | **10%** |
| **6** | In addition to this Lot the NMRN would like to understand and include an option with the appointed contractor to take over the cleaning services for the NMRN’s other sites if awarded Lot 1 only, these sites are;  HMS Caroline, Belfast, Northern Ireland   * *Contract currently with Ryak Cleaning Limited until February 2026.*   Fleet Air Arm Museum, Yeovilton, Somerset.   * *Contract currently with NIC Services Group Limited until July 2027.*   Please indicate in your response that you have the capability at present and in future that your organisation/company have cleaning services in this area- particularly in Northern Ireland. | *Reference Only.*  *Not Marked* |
| **PRICE Overall Weighting: 40%** | | |
| **7** | Price   * The NMRN encourages bidders to use their own pricing breakdown, **Pricing proposals and breakdowns must contain a total submission price for the full duration of the contract, this must be ex-VAT.** * For the benefit of clarity, an overall price (as an ex-VAT price) is to be submitted based on meeting the requirements specified in Annex A. Please indicate any annual increase or caveats for year’s two and three. * These should include all costs within your tender proposal including consumables, machinery/equipment costs | 40% |
| **TOTAL** | | **100%** |

***Please note tenders are assessed on evaluation responses alone, prior knowledge or prior working relationships are not taken into consideration for the purposes of fairness.***

|  |  |  |
| --- | --- | --- |
| Lot 2- NMRN Hartlepool Only | | |
| **Criteria** | | **Area Weighting** |
| **QUALITY Overall Weighting: 60%** | | |
| 1 | Criteria 1- Relevant skills and experience, managing a contract of this type in terms of cyclical cleaning | 20% |
| 2 | Criteria 2- Quality of the method statement and approach to Health and Safety | 20% |
| 3 | Criteria 3- Quality Control and Performance Management | 15% |
| 4 | Criteria 4- Environmental Sustainability | 5% |
| **PRICE Overall Weighting: 40%** | | |
| 5 | Price   * The NMRN encourages bidders to use their own pricing breakdown, **Pricing proposals and breakdowns must contain a total submission price for the full duration of the contract, this must be ex-VAT.** * For the benefit of clarity, an overall price (as an ex-VAT price) is to be submitted based on meeting the requirements specified in Annex A. Please indicate any annual increase or caveats for year’s two and three. * These should include all costs within your tender proposal including consumables, machinery/equipment costs | 40% |
| **TOTAL** | | **100%** |

|  |  |  |
| --- | --- | --- |
| **Lot 3 NMRN Portsmouth Historic Dockyard Sites (including Gosport sites)** | | **Area Weighting** |
| **Criteria** | |
| **QUALITY Overall Weighting: 60%** | | |
| 1 | Criteria 1- Relevant skills and experience, managing a contract of this type in terms of cyclical cleaning | 20% |
| 2 | Criteria 2- Quality of the method statement and approach to Health and Safety | 20% |
| 3 | Criteria 3- Quality Control and Performance Management | 15% |
| 4 | Criteria 4- Environmental Sustainability | 5% |
| **PRICE Overall Weighting: 40%** | | |
| 5 | Price   * The NMRN encourages bidders to use their own pricing breakdown, **Pricing proposals and breakdowns must contain a total submission price for the full duration of the contract, this must be ex-VAT.** * For the benefit of clarity, an overall price (as an ex-VAT price) is to be submitted based on meeting the requirements specified in Annex A. Please indicate any annual increase or caveats for year’s two and three. * These should include all costs within your tender proposal including consumables, machinery/equipment costs | 40% |
| **TOTAL** | | **100%** |

***Please note tenders are assessed on evaluation responses alone, prior knowledge or prior working relationships are not taken into consideration for the purposes of fairness.***