**TIMETABLE CLARIFICATION AND EXTENSION**

Please see the updated procurement timetable. Please note the extension to the clarification period, new Tender return date and the new contract start date. Assume contract starts 1 July 2015 and ends 30 June 2020

| **Key Actions** | **Dates** |
| --- | --- |
| Notice to the Supplement to the Official Journal of the EU issued | 27th March 2015 |
| End of clarification question period | 1st May 2015, last question submitted 27 April 2015 |
| Tender return date and time | 12-Midday BST on 5th May 2015 |
| Tender presentation event | To be confirmed, expected week of 18th May 2015 |
| Notification to unsuccessful and preferred Tenderers | Expected, 27th May 2015 |
| End of mandatory standstill (Alcatel) period | Expected, 8th June 2015 |
| Contract work starts | As soon after 9th June 2015 as reasonably practicable. |

**PRICE EVALUATION CLARIFICATION**

In the Invitation to Tender Part A – Instructions on page 18 *Section Three Evaluation Methodology & Criteria point 6. Proposal Assessment Bidders attention is* drawn to point 6.3 where the text says:

“Price is scored as a percentage from the deviation of a Tenderer’s Evaluation Price from the mean (or average) Evaluation Price (see Section 8 – Price Evaluation)”

The Authority wishes to clarify this sentence and advise bidders that “the mean (or average) Evaluation Price” should be replaced by “lowest Evaluation Price”, to ensure that it is in line with point 8. Price Evaluation, on page 23 copied below in particular point 8.4:

**8. Price evaluation**

8.1 The price evaluation is carried out using the Evaluation Price (EP) for each Tenderer proposal. The Evaluation Price is the method by which Tenderer proposals are assessed on a like-for-like basis.

8.2 EP is calculated as follows:

* Total cost over the life of the contract.

8.3 To be eligible for consideration under the Price Evaluation assessment, the EP for a Tenderer shall not exceed £9,000,000

8.4 Once the EP is calculated, the following steps are taken:

1. The lowest EP from the Tenderers that have achieved the required technical/quality threshold identified in paragraph 7.4 above is identified;
2. The percentage difference between the Tenderer EP and the lowest EP is calculated;
3. The lowest EP is assigned full marks for price i.e. 20%;
4. Other tenderers are awarded a score based on their deviation from that lowest price
5. A worked example is shown below:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Price Scoring Matrix** | | | | |
| **The lowest price submitted by a bidder open to acceptance (having met the selection and evaluation criteria requirements to be considered) shall be divided by the supplier’s price, and then multiplied by the price weighting percentage (40% in this example) to give the supplier’s Price score.**  (i.e. Lowest price submitted/supplier’s price x Price weighting)  **This formula only applies to bids received within the financial envelope. Bids with a total cost exceeding the financial envelope will not be considered.**  Examples are provided below based on a fictional £100 lowest price submission and a fictional financial envelope of £120. Bidder C has been added to adequately illustrate how the price aspect will be scored. | | | | |
| Bidder | Column 1: Lowest price (£) | Column 2:  Provider price (£) | Divide column 1 by column 2, then multiply by price weighting 40 | Price score |
| A | 100 | 100 | 1 | 40% |
| B | 108 | 0.93 | 37.2% |
| C | 125 | N/A | Excluded |

8.5 This aggregated point value is rounded to two decimal places, then carried forward and used during the consolidation exercise.

**EVALUATION METHODOLOGY CLARIFICATION**

Bidders are advised that in order to reach a consensus score, the Authority shall carry out a moderation meeting following individual evaluator scoring at Gates C Suitability, Gate D Proposal assessment and Presentation/Clarification meeting. The consensus scores shall be rounded to two (2) decimal places. This clarification should be read alongside Section Three: Evaluation Methodology & Criteria part of Invitation to Tender Part A – Instructions.