

Tender Evaluation Criteria

The Tender Evaluation Criteria and the maximum scores attributable to them is set out below.

Any award decision will be made based on the most economically advantageous bid using the following weightings.¹

Requirement	Requirement Heading	Requirement Title	Category Weight	% of Category
2.1.1	Quality	Methodology	60%	50%
		Personnel		25%
2.1.2		Experience		25%
3.1.1	Price	Fixed Fee	40%	100%

Quality Scoring will be based upon the following:

Response	How well does the response demonstrate an understanding of NHS Digital service requirements?	Score
Non-Compliant	Poor/ No information received- does not meet requirement/ poor standard as to provide no confidence that the service will meet requirement.	0
Weak	The proposed approach fails to demonstrate an adequate understanding of NHS Digital service requirements and objectives.	25
Acceptable	The proposed approach demonstrates an adequate understanding of NHS Digital service requirements and objectives, and covers the key issues to an acceptable standard.	50
Good	The proposed approach demonstrates a good understanding of NHS Digital service requirements and objectives. It deals fully with the key issues over the life of the service	75
Excellent	The proposed approach has been tailored specifically to deliver NHS Digital service requirements and objectives, uses innovative approaches to deal comprehensively with the key issues and is likely to maximize performance.	100

Cost Scoring will be based upon the following:

Evaluated Price will be scored as follows:

The maximum score available for Evaluated Price is 100.

This maximum score will be awarded to the Bidder with the Lowest Evaluated Price.

The remaining Bidders will receive a mark based on the amount by which their Evaluated Price deviates from the Lowest Evaluated Price, and which will be calculated as follows:

Cost Score = $n\% * (\text{Lowest Evaluated Price} * \text{Scaler}) - \text{Evaluated Price}$

(Scaler-1) * Lowest Evaluated Price

Where:

Scaler = 2

A negative calculation attracts a score of zero (0%)

By way of an explanation, where the Evaluated Price is a multiple of the Lowest Evaluated Price, and this multiple is greater than or equal to the Scaler, it will attract a score of zero (0.0%). E.g. in the following example, where the Evaluated Price => 24 (which is 2 times 12, the Lowest Evaluated Price) each occurrence scores zero (0%).

By way of an example, the evaluated score for price is calculated as follows using the scaler of 2:

Bidder	Evaluated Price	Calculated Score	Score Awarded
A	12	$34\% * [(12 * 2) - 12] / [(2-1) * 12] = 34.0\%$	34.0%
B	24	$34\% * [(12 * 2) - 24] / [(2-1) * 12] = 0.0\%$	0.0%
C	40	$34\% * [(12 * 2) - 40] / [(2-1) * 12] = 0.0\%$	0.0%
D	15	$34\% * [(12 * 2) - 15] / [(2-1) * 12] = 25.5\%$	25.5%
E	22	$34\% * [(12 * 2) - 22] / [(2-1) * 12] = 5.67\%$	5.67%

Where:

“12” is identified as the Lowest Evaluated Price.

34% is the maximum score available for Evaluated Price.

NHS Digital reserves its right to seek clarification where it believes the Evaluated Price is abnormally low, and to reject Tenders where the evidence supplied does not satisfactorily account for the low level of Evaluated Price proposed.

For absolute clarity, only compliant Tenders will be considered when calculating the scores for Evaluated Price. Non-compliant Tenders will be excluded from the Evaluated Price calculation.

Any award decision will be made based on the most economically advantageous bid which meets the minimum specification.