**SIAL Paris 2022 – Award Criteria**

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| Criteria | Sub Criteria |  | Weighting |
|  | Language | Who on the project team can fluently communicate in both English and French? Outline how you can facilitate the requirement to fluently communicate in English and French throughout the project to enable communication between AHDB staff/co-exhibitors and the event organisers. | Pass/Fail |
| Price | Pricing Schedule  | Complete pricing schedule, | 15% |
|  | TOTAL AVAILABLE SCORE FOR PRICE |  | 15% |
| Quality | Brief response | Your brief response must include:* Demonstrate your ability to meet the requirements of the brief, provide an outlined evaluation of the brief and how you can support AHDB’s overall objectives.
* How you would engage with key staff during the planning and implementation stage; and how you would maintain strong relationships for the duration of the event and contract term.
* How you would manage the logistics of this project

Please be aware that attention to detail will be judged within your proposal, as this is an important factor for the evaluation of this project | 10% |
|  | Project Management and Key skills | Detail your project management for this project, before, during and after, demonstrating your ability to meet the requirements set out within the brief. Including key skills and experience of the project team particularly highlighting the ability to meet and understand the language requirements. Suppliers will be tested on their language skills via a Teams conference call. Suppliers will need to be able to communicate in English and French throughout the project to enable communication between AHDB staff/co-exhibitors and the event organisers. | 10% |
|  | Gantt charts/timescales | Provide a Gantt chart or timetable of project planning – identifying key project milestones.  | 10% |
|  | Experience | Provide details of similar projects where you have delivered to the brief specification and to budget. If possible, include a project build showing your ability to design and build a stand with a kitchen/bar/hospitality area | 5% |
|  | Business Continuity | Please provide details of your business continuity arrangements to support the delivery of events i.e., COVID-19 restrictions, failure of systems, resource, supply chain, logistics etc | 5% |
|  | Sustainability Policies and Procedures | Describe your approach to sustainability, providing details of your environmental policy and procedures | INFO ONLY |
|  | Risks | Please detail medium to high level risks associated with this type of event by providing a risk assessment | INFO ONLY |
|  | Health & Safety | Provide your Health & Safety policy | INFO ONLY |
|  | TOTAL AVAILABLE SCORE FOR QUALITY |  | **40%** |
| Innovative thinking | Design and drawings | Originality and innovation of the proposed design. Must include:* CAD 3D images that showcase how the design fulfils the requirements set out within the brief.
 | 40% |
|  | Unforeseen challenges | Proposals and solutions to any unforeseen challenges identified from the brief.  | 5% |
|  | TOTAL AVAILABLE SCORE FOR INNOVATIVE THINKING |  | **45%** |
|  | TOTAL OVERALL SCORE AVAILABLE |  | **100%** |