



# Criteria and Scoring

Procurement Event No: [#17654](#)

Contract Title: [Provision of Strategic Crime Intelligence, Security and Welfare – Scoring Criteria for both Lot 1 and Lot 2](#)

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## 1. Introduction

The criteria and scoring mechanisms detailed in this document have been compiled to provide transparency to Participants during a procurement event. All efforts have been made to make the information contained herein as clear as possible. This document should be read in conjunction with the guidance notes for each of the respective sections as set out in BravoNR. If you notice any ambiguities, please notify the procurement lead as early as possible so they can resolve any issues and provide any further clarity that may be required.



The evaluation of Participants submissions shall be carried out in accordance with the criteria and scoring mechanisms detailed herein. The evaluation of the Participants submission will be carried out using the information provided by the Participant to Network Rail via the 'BravoNR' procurement and contract management system. Within BravoNR the questions, and therefore the Participants response, are broken down into 3 envelopes; Qualification, Technical and Commercial.

The Qualification envelope, where used, contains a number of individual questions which are assessed on a 'Pass/Fail' basis.

The Technical envelope contains weighted sections and questions which are scored in accordance with this document. The score for each question contributes to an overall score which is then used to inform decisions in the evaluation. It is possible for a Participant to 'Fail' within the Technical envelope where a 'Pass' threshold is set against a particular question, or sum of a group of questions.

The Commercial envelope contains weighted sections and questions which are scored in accordance with this document. The score for each question contributes to an overall score which is then used to inform decisions in the evaluation. The Commercial envelope differs from the Technical envelope in that Network Rail will use the information you provide to calculate the figures in accordance with this document. It is possible for a Participant to 'Fail' within the Commercial envelope where a 'Pass' threshold is set against a particular question, or sum of a group of questions.

Within the BravoNR system you will notice two numbering sequences. The sections and questions to which these Criteria and Weighting apply are shown in the 'Note' column as can be seen below. The number preceding the 'Note' column is a BravoNR generated number that simply denotes the location within the envelopes where Qualification is envelope 1, Technical is envelope 2 and Commercial is envelope 3. Please ensure that you use section and question numbering shown in the 'Note' column as a cross reference rather than BravoNR generated number in any communication and/or your responses to the questions.

1.5 SECTION 3: ORGANISATION AND CONTACT DETAILS - Question Section			
Note	Note Details		
1.5.1	PQQ SECTION 3 GUIDANCE	This section 3 must be completed by the Candidate (and, where the Candidate is a consortium, every member of the consortium) and any entity on whose capacity or capacities the Candidate intends to rely in order to meet the requirements of this PQQ and any relevant sub-contractor who is not being relied upon to meet the requirements of this PQQ but is intended to play a significant role in delivering key contract requirements.	
Question	Description	Response	
1.5.2	PQQ Section 3, Question 3.1	* What is the Registered Company Name of your organisation?	<input type="text"/>  <small>Characters available 2000</small>
1.5.3	PQQ Section 3, Question 3.2	What is the Trading name if different to your response to question 3.1?	<input type="text"/>  <small>Characters available 2000</small>

## 2. PQQ Selection Criteria and Weightings

### **Qualification Envelope – Both Lots**

#### **Section 1 – Grounds for Mandatory Rejection**

A Candidate will “Pass” section 1 where it (and all other entities required to complete this section as part of the Candidate’s response to the PQQ) answers:

- “No” to questions 1.1 to 1.26; or
- “Yes” to any of questions 1.1 to 1.25 or question 1.26 and, in its absolute discretion, Network Rail determines that the Candidate has “adequately “self-cleaned” all “yes” responses; or
- “Yes” to question 1.26 but has not “self-cleaned” provided that Network Rail, in its absolute discretion, determines that
  - i) only minor tax or social security contributions are unpaid or
  - ii) the Candidate has not yet had time to fulfil its obligations since learning of the exact amount due.

Question No	Overall Weighting	Question Weighting Within Section	Target Response to “Pass” Question	Criteria for Selection (as required)
1.1	N/A	N/A	No	Pass/Fail
1.2	N/A	N/A	No	Pass/Fail
1.3	N/A	N/A	No	Pass/Fail
1.4	N/A	N/A	No	Pass/Fail
1.5	N/A	N/A	No	Pass/Fail
1.6	N/A	N/A	No	Pass/Fail
1.7	N/A	N/A	No	Pass/Fail
1.8	N/A	N/A	No	Pass/Fail
1.9	N/A	N/A	No	Pass/Fail
1.10	N/A	N/A	No	Pass/Fail
1.11	N/A	N/A	No	Pass/Fail
1.12	N/A	N/A	No	Pass/Fail

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1.13	N/A	N/A	No	Pass/Fail
1.14	N/A	N/A	No	Pass/Fail
1.14.1	N/A	N/A	N/A	Most recent audited annual accounts, or equivalent document to be checked to validate response
1.14.1.1	N/A	N/A	Valid URL	Validation of response to 1.14.1, will Fail if valid URL is not evidenced
1.14.1.2	N/A	N/A	Relevant Document Uploaded	Validation of response to 1.14.1, will Fail if valid URL and relevant document aren't evidenced
1.14.1.3	N/A	N/A	Valid URL	Validation of response to 1.14.1, for information only
1.14.1.4	N/A	N/A	Relevant Document Uploaded	Validation of response to 1.14.1, for information only
1.15	N/A	N/A	No	Pass/Fail
1.16	N/A	N/A	No	Pass/Fail
1.17	N/A	N/A	No	Pass/Fail
1.18	N/A	N/A	No	Pass/Fail (validated by Information Provided in 1.18.1)
1.18.1	N/A	N/A	Document Uploaded	Validation of response to 1.18

## Section 2 – Grounds for Discretionary Rejection

A Candidate will “Pass” section 2 where it (and all other entities required to complete this section as part of the Candidate’s response to the PQQ) answers:

“No” to questions 2.1 to 2.11; or

“Yes” to any of questions 2.1 to 2.11 and, in its absolute discretion, Network Rail determines that the Candidate has adequately “self-cleaned” all “yes” responses.

Question No	Overall Weighting	Question Weighting Within Section	Target Response to “Pass” Question	Criteria for Selection (as required)
2.1	N/A	N/A	No	Pass/Fail
2.2	N/A	N/A	No	Pass/Fail
2.3	N/A	N/A	No	Pass/Fail
2.4	N/A	N/A	No	Pass/Fail
2.5	N/A	N/A	No	Pass/Fail
2.6	N/A	N/A	No	Pass/Fail
2.7	N/A	N/A	No	Pass/Fail
2.8	N/A	N/A	No	Pass/Fail
2.9	N/A	N/A	No	Pass/Fail
2.10	N/A	N/A	No	Pass/Fail
2.11	N/A	N/A	No	Pass/Fail

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**Section 3 – Organisation and Contact Details**

These questions are for information only and are not scored.

Question No	Overall Weighting	Question Weighting Within Section	Target Response to “Pass” Question	Criteria for Selection (as required)
3.1	N/A	N/A	N/A	Information only
3.2	N/A	N/A	N/A	Information only
3.3	N/A	N/A	N/A	Information only
3.4	N/A	N/A	N/A	Information only
3.5	N/A	N/A	N/A	Information only
3.6	N/A	N/A	N/A	Information only
3.7	N/A	N/A	N/A	Information only
3.8	N/A	N/A	N/A	Information only
3.9	N/A	N/A	N/A	Information only
3.10	N/A	N/A	N/A	Information only
3.11	N/A	N/A	N/A	Information only
3.12	N/A	N/A	N/A	Information only
3.13	N/A	N/A	N/A	Information only
3.14	N/A	N/A	N/A	Information only
3.15	N/A	N/A	N/A	Information only
3.16	N/A	N/A	N/A	Information only
3.17	N/A	N/A	N/A	Information only
3.18	N/A	N/A	N/A	Information only
3.19	N/A	N/A	N/A	Information only
3.20	N/A	N/A	N/A	Information only
3.21	N/A	N/A	N/A	Information only
3.22	N/A	N/A	N/A	Information only



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3.22.1	N/A	N/A	N/A	Information only
3.22.2	N/A	N/A	N/A	Information only
3.22.3	N/A	N/A	N/A	Information only
3.22.4	N/A	N/A	N/A	Information only
3.22.5	N/A	N/A	N/A	Information only
3.22.6	N/A	N/A	N/A	Information only
3.22.7	N/A	N/A	N/A	Information only
3.22.8	N/A	N/A	N/A	Information only
3.22.9	N/A	N/A	N/A	Information only

### Section 4 – Bidding Model

These questions are for information only and are not scored.

Question No	Overall Weighting	Question Weighting Within Section	Target Response to “Pass” Question	Criteria for Selection (as required)
4.1	N/A	N/A	N/A	Information only
4.1.1	N/A	N/A	N/A	Information only
4.1.2	N/A	N/A	N/A	Information only
4.1.3	N/A	N/A	N/A	Information only
4.1.4	N/A	N/A	N/A	Information only

### Section 5 – Economic and Financial Standing

A Candidate will “Pass” section 5 where it (or the relevant entity or entities on whose capacity or capacities the Candidate is relying for this section) has an annual turnover above the minimum threshold set out in question 5.1 and answers:

- “Yes” to 5.2 or answers “No” and demonstrates to Network Rail’s satisfaction in 5.2.1 (validated by evidence in 5.2.1.1) that an appropriate guarantee can be provided

Please note section 5 appears in both the Qualification and the Commercial envelopes. Questions 5.1 to 5.3.4 appear in the Qualification envelope and the information is evaluated on a ‘Pass/Fail’ basis and the information is used as part of due diligence. Question 5.4 appears in the Commercial envelope as Network Rail is using the information provided in your response to this question to calculate ratios that are evaluated in accordance with this document (see section 5 within the Commercial envelope section of this document).

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to “Pass” Question	Criteria for Selection (as required)
5.1	N/A	N/A	Yes	Pass/Fail
5.2	N/A	N/A	Yes	Pass/Deferred to question 5.2.1
5.2.1	N/A	N/A	Yes	Pass/Fail (validated by Information Provided in 5.2.1.1)
5.2.1.1	N/A	N/A	N/A	Information only
5.3	N/A	N/A	N/A	Information only
5.3.1	N/A	N/A	Documents Uploaded	Validation of information in the Commercial Envelope
5.3.2	N/A	N/A	Documents Uploaded	Validation of information in the Commercial Envelope

### Section 7 – Insurances

A Candidate (or the relevant entity or entities on whose capacity or capacities the Candidate is relying for this section) will “Pass” section 7 if it has or can obtain the levels of insurance requested in questions 7.1 to 7.4, where applicable, prior to commencement of the contract.

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to “Pass” Question	Criteria for Selection (as required)
7.1	N/A	N/A	“Yes”	Pass/Fail
7.1.1	N/A	N/A	N/A	Information only to validate response to 7.1
7.2	N/A	N/A	“Yes”	Pass/Fail
7.2.1	N/A	N/A	N/A	Information only to validate response to 7.2
7.3	N/A	N/A	“Yes”	Pass/Fail
7.3.1	N/A	N/A	N/A	Information only to validate response to 7.3
7.4	N/A	N/A	“Yes”	Pass/Fail
7.4.1	N/A	N/A	N/A	Information only to validate response to 7.4
7.5	N/A	N/A	N/A	Information only
7.5.1	N/A	N/A	N/A	Information only

## Section 8 – Equality

A Candidate will “Pass” section 8 where it (and all other entities required to complete this section as part of the Candidate’s response to the PQQ) answers:

- answers “No” to question 8.1 or answers “Yes” and demonstrates to Network Rail’s satisfaction in 8.1.1 that appropriate remedial action has been taken to prevent similar unlawful discrimination occurring; and
- answers “No” to question 8.2 or answers “Yes” and demonstrates to Network Rail’s satisfaction in 8.2.1 that appropriate remedial action has been taken to prevent similar unlawful discrimination occurring; and
- if applicable, answers “Yes” to question 8.3.

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to “Pass” Question	Criteria for Selection (as required)
8.1	N/A	N/A	“No”	Pass/Fail
8.1.1	N/A	N/A	N/A	Information only to validate response to 8.1 if applicable
8.2	N/A	N/A	“No”	Pass/Fail
8.2.1	N/A	N/A	N/A	Information only to validate response to 8.2 if applicable
8.3	N/A	N/A	“Yes”	Pass/Fail
8.3.1	N/A	N/A	N/A	Information only

### Section 9 – Health, Safety, and Environment

A Candidate will “Pass” section 9 where it (and all other entities required to complete this section as part of the Candidate’s response to the PQQ) answers:

- answers “Yes” to question 9.1; and
- answers “No” to question 9.2 or answers “Yes” and demonstrates to Network Rail’s satisfaction in 9.2.1 that appropriate remedial action has been taken to prevent future occurrences or breaches; and
- if applicable, answers “Yes” to question 9.3; and
- answers “No” to question 9.4 or answers “Yes” and demonstrates to Network Rail’s satisfaction that appropriate remedial action has been taken to prevent future occurrences or breaches; and
- if applicable, answers “Yes” to question 9.5.

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to “Pass” Question	Criteria for Selection (as required)
9.1	N/A	N/A	“Yes”	Pass/Fail
9.2	N/A	N/A	“No”	Pass/Fail
9.2.1	N/A	N/A	N/A	Information only to validate response to 9.2 if applicable
9.3	N/A	N/A	“Yes”	Pass/Fail
9.4	N/A	N/A	“No”	Pass/Fail
9.4.1	N/A	N/A	N/A	Information only to validate response to 9.4 if applicable
9.5	N/A	N/A	“Yes”	Pass/Fail

## Section 10 – Information Security & Data Protection

A Candidate will “Pass” section 10 in the Qualification envelope if they have achieved the minimum requirement of ISO 27001 certification for the requirement in this Procurement Event, and the certification can be validated.

Where a Candidate:

- Is not ISO27001 certified for the requirement in this Procurement Event; or
- Is Cyber Essentials or Cyber Essentials Plus certified; or
- Holds an alternative information security certification; or
- Does not have any Information Security certification at all

Then section 11 in the Technical Envelope seeks to establish Candidates information security maturity.

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to “Pass” Question	Criteria for Selection (as required)
10.1	N/A	N/A	“ISO 27001”	Validated by information provided in 10.1.1 to 10.1.2
10.1.1	N/A	N/A	N/A	Information only
10.1.2	N/A	N/A	N/A	Information only
10.1.3	N/A	N/A	N/A	Information only
10.1.4	N/A	N/A	N/A	Information only
10.1.5	N/A	N/A	N/A	Information only
10.1.6	N/A	N/A	N/A	Information only
10.1.7	N/A	N/A	N/A	Information only
10.1.8	N/A	N/A	N/A	Information only
10.1.9	N/A	N/A	N/A	Information only
10.2	N/A	N/A	N/A	Information only
10.2.1	N/A	N/A	“Yes”	Pass/Fail
10.2.2	N/A	N/A	“Yes”	Information only
10.2.2.1	N/A	N/A	“Yes”	Pass/Fail

### Section 14 – Declaration

A Candidate will “Pass” section 14 in the Qualification envelope if they (and all other entities required to complete this section as part of the Candidate’s response to the PQQ) meet the Target Response identified below. A Candidate will “Fail” section 14 if they (and all other entities required to complete this section as part of the Candidate’s response to the PQQ) do not achieve the specified Target Response for any question with a defined Target Response threshold.

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to “Pass” Question	Criteria for Selection (as required)
14.1	N/A	N/A	“I am authorised to approve”	Pass/Fail
14.2	N/A	N/A	“Agreed”	Pass/Fail
14.3	N/A	N/A	“Agreed”	Pass/Fail
14.4	N/A	N/A	“Agreed”	Pass/Fail
14.5	N/A	N/A	“All appendices provided” or “Not applicable”	Pass/Fail
14.6	N/A	N/A	“No conflict of interest exists”	Pass/Fail
14.7	N/A	N/A	Attachment uploaded where applicable	Pass/Fail (each Declaration uploaded will be subject to the Criteria set out for questions 14.1 to 14.6 above and will be ‘Passed’ or ‘Failed’ accordingly)
14.8	N/A	N/A	Attachment uploaded where applicable	Information Only – used to validate scoring for Sections 1,2,5,8 and 9 where appropriate.
14.9	N/A	N/A	Attachment uploaded where applicable	Information Only – used to validate scoring for Sections 1,2,3,8, 9 and 14 where appropriate.



**Technical Envelope – Lot 1 – Lineside Services**
**Envelope Weighting: 90%**
**Section 6 – Technical and Professional Ability – 70%**

For questions in section 6 the following criteria will be applied when evaluating the response from the Candidate (including information from the relevant entity or entities on whose capacity or capacities the Candidate is relying for this section – see [ ]) unless specified for a particular question in the table below under the column heading ‘Criteria for Selection’:

Score	Weighting	Interpretation
5	100%	Exceptional demonstration by the Candidate of the relevant capability, understanding, skills, resource, and quality systems required to meet the requirements. Response identifies factors that will offer added value, with strong evidence to support the response.
4	80%	Above acceptable demonstration by the Candidate of the relevant capability, understanding, skills, resource, and quality systems required to meet the requirements. Response identified factors that will offer added value, with evidence to support the response.
3	60%	Acceptable demonstration by the Candidate of the relevant capability, understanding, skills, resource, and quality measures required to meet the requirements, with adequate evidence to support the response.
2	40%	Some minor reservations of the Candidate’s relevant capability, understanding, skills, resource, and quality systems required to meet the requirements, with little or no evidence to support the response.
1	20%	Considerable reservations of the Candidate’s relevant capability, understanding, skills, resource, and quality systems required to meet the requirements, with insufficient evidence to support the response.
0	0%	Insufficient information provided to demonstrate that the Candidate has the capability, understanding, skills, resource, and quality systems required to meet the requirements, with insufficient or no evidence to support the response.

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to “Pass” Question / Section	Criteria for Selection
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6.1	35%	50%	Attachment	The three contract examples will be reviewed and scored as a whole. One evaluation score will be awarded on the merits of the collective experiences provided.
6.2			Attachment	
6.3			Attachment	
6.4	0%	0%	N/A	"No" = 0%, "Yes" = 100%
6.5	0%	0%	N/A	"No" = 0%, "Yes" = 100%
6.5.1	0%	0%	Attachment	For information only
6.6	14.98%	21.4%	Attachment	
6.7	10.01%	14.3%	Attachment	
6.8	10.01%	14.3%	Attachment	

## Section 7 – Safety – 25%

For questions in section 7 the following criteria will be applied when evaluating the response from the Candidate (including information from the relevant entity or entities on whose capacity or capacities the Candidate is relying for this section) unless specified for a particular question in the table below under the column heading 'Criteria for Selection':

### Question 7.1

Score	Descriptor	Interpretation
5	Exceptional demonstration	Below best practice plus: Evidence of independent assurance of the processes and standards (i.e. ISO and/or equivalent standards).
4	Above acceptable Demonstration	Below best practice plus: Demonstration of internal safety assurance resource responsible for conducting audits and holding stakeholders to account for performance.
3	Acceptable Demonstration	Below best practice plus: Compliance with safety assurance processes are measured with targets in place. Evidence is also provided of continuous improvement of processes and standards.
2	Some Minor Reservations	Below best practice plus: Response demonstrates implementation of safety assurance process(es)/standards with individuals responsible for the processes highlighted.
1	Considerable Reservations	Response demonstrates on-site checks take place which are focussed on safety performance.
0	Inadequate	Insufficient information to demonstrate capability, or no response.

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## Question 7.2

Score	Descriptor	Interpretation
5	Exceptional demonstration	Below best practice plus: Demonstration of continuous improvement integrated into procedures and innovative solutions provided.
4	Above acceptable Demonstration	Below best practice plus: Demonstration of proactive initiatives and clear monitoring and measurements of these. Evidence of impacts provided.
3	Acceptable Demonstration	Below best practice plus: Demonstration of an assurance process and evidence of the implementation of both the policy and assurance.
2	Some Minor Reservations	Policy provided which encompasses all of the elements stated within the question. Response includes a demonstration the resource available to implement the policy. A basic understanding evident.
1	Considerable Reservations	Policy provided which encompasses some of the elements stated within the question. Overall lack of understanding evident.
0	Inadequate	Insufficient information to demonstrate capability, or no response.

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## Question 7.3

Score	Descriptor	Interpretation
5	Exceptional demonstration	Below best practice plus: Demonstration of regular two-way communication to an exceptional standard (i.e. safety day, safety workshops, safety stand downs)
4	Above acceptable Demonstration	Below best practice plus: Demonstration of two-way communication with staff given the opportunity to discuss and feedback where appropriate.
3	Acceptable Demonstration	Demonstration of active communication with all staff, sharing all briefings, alerts and updates to standards. Face to face meetings are utilised where appropriate. Staff understanding is verified.
2	Some Minor Reservations	Regular one-way communication of key information primarily conducted electronically or via letters.
1	Considerable Reservations	Communication is irregular and filters through multiple levels of management.
0	Inadequate	Insufficient information to demonstrate capability, or no response.

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to "Pass" Question / Section	Criteria for Selection
7.1	10%	40%	Attachment	
7.2	10%	40%	Attachment	
7.3	5%	20%	Attachment	

### Section 11 – Information Security Maturity

This section 11 in the Technical Envelope seeks to establish Candidates information security maturity, and is only required to be completed where a Candidate:

- Is not ISO27001 certified for the requirement in this Procurement Event; or
- Is Cyber Essentials or Cyber Essentials Plus certified; or
- Holds an alternative information security certification; or
- Does not have any Information Security certification at all

**A Candidate will “Pass” this section if they achieve 32% of the points available within this section. A score of less than 32% on this section will result in the exclusion of the Candidate.**

A Candidate will be awarded the following share of the total weighted score against each question:

Score	Interpretation
100%	Question is Not Applicable
100%	Wholly Agree
40%	Partially Agree
0%	Do Not Agree

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response	Criteria for Selection (as required)
11.1 to 11.29	N/A	3.3% for each question	“Wholly Agree”	Scored and weighted.
11.30	N/A	4.3%	“Wholly Agree”	Scored and weighted.
11.31	N/A	0.0%	N/A	Only to be answered if ‘Partially Agree’ or ‘Question is Not Applicable’ option has been selected as the response for any question between 11.1 and 11.30.

## Section 12 – Sustainability – 5%

For questions in section 12 the following criteria will be applied when evaluating the response from the Candidate (including information from the relevant entity or entities on whose capacity or capacities the Candidate is relying for this section – see [ ]) unless specified for a particular question in the table below under the column heading 'Criteria for Selection':

Question 12.1:

Score	Weighting	Interpretation
5	100%	Exceptional demonstration by the Candidate that they are certified for environmental management and the certificate is in date for the time of contract award. Their environment management system is part of their Integrated Management System, alongside other management frameworks.
4	80%	Above Acceptable demonstration by the Candidate that they have a certified environmental management system in place and the certificate is included in the submission.
3	60%	Acceptable demonstration by the Candidate that they have an environmental management system which is aligned to ISO 14001.
2	40%	Some minor reservations of the Candidate that they have an internal environmental management system, which has been created by the business in place, but it does not align to any external frameworks.
1	20%	Considerable reservations of the Candidate that they have a register of environmental aspects and impacts or risks and opportunities but no formal environmental management system in place.
0	0%	Insufficient information provided by the Candidate to demonstrate their management of environmental risks and opportunities with insufficient or no evidence to support the response.

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## Question 12.2:

Score	Weighting	Interpretation
5	100%	Exceptional demonstration by the Candidate that they have a social responsibility strategy which identifies related business risks and opportunities to create social value for local communities. Strategy refers to other relevant policies such as Living Wage Policy, Diversity and Inclusion Policy.
4	80%	Above Acceptable demonstration by the Candidate that they have a social responsibility strategy which identifies related business risks and opportunities to create social value for local communities. Strategy addresses internal impacts (employee engagement, staff wellbeing) and external impacts (community engagement, social value).
3	60%	Acceptable demonstration by the Candidate that they have a separate social responsibility strategy which addresses community engagement, charitable giving, volunteering, employee engagement and responsible business practices.
2	40%	Some minor reservations of the Candidate that they have a sustainability strategy/policy which has a section dedicated to social impact topics including community engagement, social value, employability and volunteering.
1	20%	Considerable reservations of the Candidate that they have made reference to social impact topics such as community engagement, social value, and volunteering as part of another business policy – such as HR, communications or environment policies/strategies.
0	0%	Insufficient information provided by the Candidate to demonstrate any policies or strategies relating to community engagement, charitable giving, staff wellbeing, or social responsibility of any other kind being in place, with insufficient or no evidence to support the response.

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to “Pass” Question / Section	Criteria for Selection
12.1	2.5%	50%	Attachment	
12.2	2.5%	50%	Attachment	



### Section 13 – Modern Slavery Act (continued)

**A Candidate will “Pass” this section if they achieve equal to or above 36% of the points available within this section. A score of less than 36% on this section will result in the exclusion of the Candidate.**

A Candidate will be awarded the following share of the total weighted score against question 13.1 – 13.2:

Score	Interpretation
0%	Do not agree
100%	Wholly agree

A Candidate will be awarded the following share of the total weighted score against question 13.3 – 13.10:

Score	Interpretation
0%	Question is Not Applicable
0%	Do Not Agree
50%	Partially Agree
100%	Wholly Agree

A Candidate will be awarded the following share of the total weighted score against question 13.11:

Score	Interpretation
0%	Question is Not Applicable
0%	Do Not Agree
100%	Wholly Agree

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to “Pass” Question	Criteria for Selection (as required)
13.1	N/A	12%	“Wholly agree”	Scored and weighted
13.2	N/A	12%	“Wholly agree”	Scored and weighted
13.3	N/A	5.3%	“Partially agree” or “Wholly agree”	Scored and weighted
13.4	N/A	12%	“Partially agree” or “Wholly agree”	Scored and weighted

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13.5	N/A	5.3%	"Partially agree" or "Wholly agree"	Scored and weighted
13.6	N/A	12%	"Partially agree" or "Wholly agree"	Scored and weighted
13.7	N/A	12%	"Partially agree" or "Wholly agree"	Scored and weighted
13.8	N/A	0%	"Partially agree" or "Wholly agree"	Scored and weighted
13.9	N/A	12%	"Partially agree" or "Wholly agree"	Scored and weighted
13.10	N/A	12%	"Partially agree" or "Wholly agree"	Scored and weighted
13.11	N/A	5.4%	"Wholly agree"	Scored and weighted
13.12	N/A	0%	"Yes"	Information only to validate responses to 13.3 – 13.10, if "Partially agree" is selected

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**Technical Envelope – Lot 2 – Stations Services****Envelope Weighting: 90%****Section 6 – Technical and Professional Ability – 65%**

For questions in section 6 the following criteria will be applied when evaluating the response from the Candidate (including information from the relevant entity or entities on whose capacity or capacities the Candidate is relying for this section – see [ ]) unless specified for a particular question in the table below under the column heading 'Criteria for Selection':

Score	Weighting	Interpretation
5	100%	Exceptional demonstration by the Candidate of the relevant capability, understanding, skills, resource, and quality systems required to meet the requirements. Response identifies factors that will offer added value, with strong evidence to support the response.
4	80%	Above acceptable demonstration by the Candidate of the relevant capability, understanding, skills, resource, and quality systems required to meet the requirements. Response identified factors that will offer added value, with evidence to support the response.
3	60%	Acceptable demonstration by the Candidate of the relevant capability, understanding, skills, resource, and quality measures required to meet the requirements, with adequate evidence to support the response.
2	40%	Some minor reservations of the Candidate's relevant capability, understanding, skills, resource, and quality systems required to meet the requirements, with little or no evidence to support the response.
1	20%	Considerable reservations of the Candidate's relevant capability, understanding, skills, resource, and quality systems required to meet the requirements, with insufficient evidence to support the response.
0	0%	Insufficient information provided to demonstrate that the Candidate has the capability, understanding, skills, resource, and quality systems required to meet the requirements, with insufficient or no evidence to support the response.

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to "Pass" Question / Section	Criteria for Selection
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6.1	24.96%	38.40%	Attachment	The three contract examples will be reviewed and scored as a whole. One evaluation score will be awarded on the merits of the collective experiences provided.
6.2			Attachment	
6.3			Attachment	
6.4	0%	0%	N/A	"No" = 0%, "Yes" = 100%
6.5	0%	0%	N/A	"No" = 0%, "Yes" = 100%
6.5.1	0%	0%	Attachment	For information only
6.6	0%	0%	N/A	"No" = 0%, "Yes" = 100%
6.6.1	0%	0%	Attachment	For information only
6.7	12.48%	19.20%	Attachment	
6.8	12.48%	19.20%	Attachment	
6.9	10.075%	15.50%	Attachment	
6.10	5.005%	7.70%	Attachment	

## Section 7 – Safety – 30%

For questions in section 7 the following criteria will be applied when evaluating the response from the Candidate (including information from the relevant entity or entities on whose capacity or capacities the Candidate is relying for this section) unless specified for a particular question in the table below under the column heading 'Criteria for Selection':

### Question 7.1

Score	Descriptor	Interpretation
5	Exceptional demonstration	Below best practice plus: Evidence of independent assurance of the processes and standards (i.e. ISO and/or equivalent standards).
4	Above acceptable Demonstration	Below best practice plus: Demonstration of internal safety assurance resource responsible for conducting audits and holding stakeholders to account for performance.
3	Acceptable Demonstration	Below best practice plus: Compliance with safety assurance processes are measured with targets in place. Evidence is also provided of continuous improvement of processes and standards.
2	Some Minor Reservations	Below best practice plus: Response demonstrates implementation of safety assurance process(es)/standards with individuals responsible for the processes highlighted.
1	Considerable Reservations	Response demonstrates on-site checks take place which are focussed on safety performance.
0	Inadequate	Insufficient information to demonstrate capability, or no response.

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## Question 7.2

Score	Descriptor	Interpretation
5	Exceptional demonstration	Below best practice plus: Demonstration of continuous improvement integrated into procedures and innovative solutions provided.
4	Above acceptable Demonstration	Below best practice plus: Demonstration of proactive initiatives and clear monitoring and measurements of these. Evidence of impacts provided.
3	Acceptable Demonstration	Below best practice plus: Demonstration of an assurance process and evidence of the implementation of both the policy and assurance.
2	Some Minor Reservations	Policy provided which encompasses all of the elements stated within the question. Response includes a demonstration the resource available to implement the policy. A basic understanding evident.
1	Considerable Reservations	Policy provided which encompasses some of the elements stated within the question. Overall lack of understanding evident.
0	Inadequate	Insufficient information to demonstrate capability, or no response.

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## Question 7.3

Score	Descriptor	Interpretation
5	Exceptional demonstration	Below best practice plus: Demonstration of regular two-way communication to an exceptional standard (i.e. safety day, safety workshops, safety stand downs)
4	Above acceptable Demonstration	Below best practice plus: Demonstration of two-way communication with staff given the opportunity to discuss and feedback where appropriate.
3	Acceptable Demonstration	Demonstration of active communication with all staff, sharing all briefings, alerts and updates to standards. Face to face meetings are utilised where appropriate. Staff understanding is verified.
2	Some Minor Reservations	Regular one-way communication of key information primarily conducted electronically or via letters.
1	Considerable Reservations	Communication is irregular and filters through multiple levels of management.
0	Inadequate	Insufficient information to demonstrate capability, or no response.

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to "Pass" Question / Section	Criteria for Selection
7.1	10.02%	33.4%	Attachment	
7.2	9.99%	33.3%	Attachment	
7.3	9.99%	33.3%	Attachment	

### Section 11 – Information Security Maturity

This section 11 in the Technical Envelope seeks to establish Candidates information security maturity, and is only required to be completed where a Candidate:

- Is not ISO27001 certified for the requirement in this Procurement Event; or
- Is Cyber Essentials or Cyber Essentials Plus certified; or
- Holds an alternative information security certification; or
- Does not have any Information Security certification at all

**A Candidate will “Pass” this section if they achieve 32% of the points available within this section. A score of less than 32% on this section will result in the exclusion of the Candidate.**

A Candidate will be awarded the following share of the total weighted score against each question:

Score	Interpretation
100%	Question is Not Applicable
100%	Wholly Agree
40%	Partially Agree
0%	Do Not Agree

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response	Criteria for Selection (as required)
11.1 to 11.29	N/A	3.3% for each question	“Wholly Agree”	Scored and weighted.
11.30	N/A	4.3%	“Wholly Agree”	Scored and weighted.
11.31	N/A	0.0%	N/A	Only to be answered if ‘Partially Agree’ or ‘Question is Not Applicable’ option has been selected as the response for any question between 11.1 and 11.30.



## Section 12 – Sustainability – 5%

For questions in section 12 the following criteria will be applied when evaluating the response from the Candidate (including information from the relevant entity or entities on whose capacity or capacities the Candidate is relying for this section – see [ ]) unless specified for a particular question in the table below under the column heading 'Criteria for Selection':

Question 12.1:

Score	Weighting	Interpretation
5	100%	Exceptional demonstration by the Candidate that they are certified for environmental management and the certificate is in date for the time of contract award. Their environment management system is part of their Integrated Management System, alongside other management frameworks.
4	80%	Above Acceptable demonstration by the Candidate that they have a certified environmental management system in place and the certificate is included in the submission.
3	60%	Acceptable demonstration by the Candidate that they have an environmental management system which is aligned to ISO 14001.
2	40%	Some minor reservations of the Candidate that they have an internal environmental management system, which has been created by the business in place, but it does not align to any external frameworks.
1	20%	Considerable reservations of the Candidate that they have a register of environmental aspects and impacts or risks and opportunities but no formal environmental management system in place.
0	0%	Insufficient information provided by the Candidate to demonstrate their management of environmental risks and opportunities with insufficient or no evidence to support the response.

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## Question 12.2:

Score	Weighting	Interpretation
5	100%	Exceptional demonstration by the Candidate that they have a social responsibility strategy which identifies related business risks and opportunities to create social value for local communities. Strategy refers to other relevant policies such as Living Wage Policy, Diversity and Inclusion Policy.
4	80%	Above Acceptable demonstration by the Candidate that they have a social responsibility strategy which identifies related business risks and opportunities to create social value for local communities. Strategy addresses internal impacts (employee engagement, staff wellbeing) and external impacts (community engagement, social value).
3	60%	Acceptable demonstration by the Candidate that they have a separate social responsibility strategy which addresses community engagement, charitable giving, volunteering, employee engagement and responsible business practices.
2	40%	Some minor reservations of the Candidate that they have a sustainability strategy/policy which has a section dedicated to social impact topics including community engagement, social value, employability and volunteering.
1	20%	Considerable reservations of the Candidate that they have made reference to social impact topics such as community engagement, social value, and volunteering as part of another business policy – such as HR, communications or environment policies/strategies.
0	0%	Insufficient information provided by the Candidate to demonstrate any policies or strategies relating to community engagement, charitable giving, staff wellbeing, or social responsibility of any other kind being in place, with insufficient or no evidence to support the response.

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to “Pass” Question / Section	Criteria for Selection
12.1	2.5%	50%	Attachment	
12.2	2.5%	50%	Attachment	

### Section 13 – Modern Slavery Act (continued)

**A Candidate will “Pass” this section if they achieve equal to or above 36% of the points available within this section. A score of less than 36% on this section will result in the exclusion of the Candidate.**

A Candidate will be awarded the following share of the total weighted score against question 13.1 – 13.2:

Score	Interpretation
0%	Do not agree
100%	Wholly agree

A Candidate will be awarded the following share of the total weighted score against question 13.3 – 13.10:

Score	Interpretation
0%	Question is Not Applicable
0%	Do Not Agree
50%	Partially Agree
100%	Wholly Agree

A Candidate will be awarded the following share of the total weighted score against question 13.11:

Score	Interpretation
0%	Question is Not Applicable
0%	Do Not Agree
100%	Wholly Agree

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to “Pass” Question	Criteria for Selection (as required)
13.1	N/A	12%	“Wholly agree”	Scored and weighted
13.2	N/A	12%	“Wholly agree”	Scored and weighted
13.3	N/A	5.3%	“Partially agree” or “Wholly agree”	Scored and weighted
13.4	N/A	12%	“Partially agree” or “Wholly agree”	Scored and weighted

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13.5	N/A	5.3%	"Partially agree" or "Wholly agree"	Scored and weighted
13.6	N/A	12%	"Partially agree" or "Wholly agree"	Scored and weighted
13.7	N/A	12%	"Partially agree" or "Wholly agree"	Scored and weighted
13.8	N/A	0%	"Partially agree" or "Wholly agree"	Scored and weighted
13.9	N/A	12%	"Partially agree" or "Wholly agree"	Scored and weighted
13.10	N/A	12%	"Partially agree" or "Wholly agree"	Scored and weighted
13.11	N/A	5.4%	"Wholly agree"	Scored and weighted
13.12	N/A	0%	"Yes"	Information only to validate responses to 13.3 – 13.10, if "Partially agree" is selected

**Commercial Envelope – Both Lots****Envelope Weighting: 10%****Section 5 – Economic and Financial Standing**

The ‘Economic and Financial Standing’ section evaluation is based on the most current information provided by a Candidate (ordinarily the latest year end accounts). As these may change from year to year and as it is a Candidate’s choice as to how to manage their financial interests a Candidate cannot rely on their presence as a current supplier to Network Rail as a precedent to their qualification to any other procurement.

Subject to due diligence by Network Rail a Candidate’s (or the relevant entity or entities on whose capacity or capacities the Candidate is relying for this section) financial standing will be determined by assessment of key financial ratios (set out below), based on information they have provided (and as validated against supporting evidence provided under 5.3 (including 5.3.1 and 5.3.4)). The overall Weighted Assessment Score (WAS) shall then be subject to a ‘Differential vs Base’ algorithm whereby the highest WAS achieved by a Candidate (where the WAS is also greater than the value set for the Base) will receive 100% for Section 5 in the Commercial Envelope. The Base is set at **0** for this procurement event. In the event that a Candidate achieves a WAS equal to or lower than the Base they will be awarded 0%. Those Candidates achieving a WAS situated between the Base and the highest WAS achieved by a Candidate participating in the procurement event shall be awarded a pro-rata percentage score based on the proximity to the highest WAS.

Example 1. WAS and Section 5 – Economic & Financial Standing percentage scores:

Supplier	Base	WAS Achieved	Section 5 Score
XYZ Ltd	0	0.8	100%
ABC Ltd		0.4	50%
RST Ltd		0.2	25%

Example 2. WAS and Section 5 – Economic & Financial Standing percentage scores:

Supplier	Base	WAS Achieved	Section 5 Score
123 Ltd	0.3	0.8	100%
456 Ltd		0.4	20%
789 Ltd		0.2	0%

The financial ratio analysis does not just focus on profitability but takes a more holistic approach to appraising a Candidate’s performance. This is achieved by measuring ratios in key areas: Profitability (Net Profit Margin), Liquidity (Current Ratio), Leverage/Risk (Gearing) & Returns on investment (ROCE, ROE) to provide an overview of a Candidate’s management performance in using the resources available to generate a return, the ability to meet commitments in the short to medium term and the level of financial commitment borne by the Candidate.

**Overview of Ratios**Net profit margin

Net profit Margin is a good profitability measure and takes into account all costs of operations. This ratio measures the overall profitability of a candidate, or how much is being brought to the bottom line. Strong gross profitability combined with weak net profitability may indicate a

problem with indirect operating expenses or non-operating items, such as interest expense. In general terms, net profitability shows the effectiveness of management. Though the optimal level depends on the type of business, the ratios can be compared for candidates in the same industry. If the profitability ratios are to interlock perfectly, the Net Profit Margin will be calculated expressing the same profit after interest payable and tax as a percentage of revenue. Net Profit Margin is calculated as:

$$\left( \frac{\text{Profit / Loss after tax}}{\text{Operating Revenue}} \right) = \text{Net Profit Margin}$$

#### Current Ratio

The Current Ratio is a good measure of a Candidate's liquidity. This is a common method of analysing working capital (net current assets) and is generally accepted as a good measure of short-term solvency. It indicated the extent to which the claims of short-term payables are covered by assets that are expected to be converted to cash in a period roughly corresponding to the maturity of the claims. The ratio measures the ability of a candidate to pay its near-term obligations. "Current" usually is defined as within one year. A lower current ratio means that the candidate may not be able to pay its bills on time, while a higher ratio means that the candidate has money in cash or safe investments that could be put to better use in the business. The Current Ratio should express a result of 2:1 or greater - meaning that a Candidate is required to have at least £2 of assets for every £1 of liability. Current Ratio is calculated as:

$$\left( \frac{\text{Current Assets}}{\text{Current Liabilities}} \right) = \text{Current Ratio}$$

#### Gearing (Debt to Equity)

Gearing is a measure of a Candidate's Financial Position. If a Candidate has a high gearing level then it is potentially more risky than a low geared Candidate. This is because when interest rates rise the interest paid on the debt may rise and will place strain on the profits generated by them. Gearing measures the extent to which a Candidate is dependent on non-equity funds, as opposed to equity funding. A high gearing ratio means that the Candidate has a high proportion of borrowed funds in its total capital. This calculation indicates the relative mix of the Candidate's investor-supplied capital. A Candidate is generally considered safer if it has a low debt to equity ratio—that is, a higher proportion of owner-supplied capital—though a very low ratio can indicate excessive caution. In general, debt should be between 50 and 80 percent of equity. Gearing gives an indication of long-term liquidity and the financial risk inherent within the business. Highly geared Candidates have to meet large interest commitments before paying dividends and may have problems raising further finance if expansion is necessary. Gearing is calculated as:

$$\left( \frac{\text{Total Liabilities}}{\text{Shareholder Funds}} \right) = \text{Gearing (Debt to Equity)}$$

#### Return on Equity (RoE)

Return on equity (ROE) is a measure of a Candidate's profitability that calculates how many pounds of profit a Candidate generates with each pound of shareholders' equity. A Candidate has two options when it wants to raise funds to improve profits. It can take on debt or it can take on new equity owners. It is critical for a business to be able to employ this investment efficiently, regardless of source. The ROE only reflects the results of a Candidate's equity investments, though. This means that a Candidate could be highly-leveraged with a risky amount of debt and it will show an improving ROE if that debt is generating income. The calculation indicates how

well the candidate is utilising its equity investment. Due to leverage (debt), this measure will generally be higher than return on assets. ROE is considered to be one of the best indicators of profitability. It is also a good figure to compare against competitors or an industry average. If this ratio is too low, it can indicate poor management performance or a highly conservative business approach. On the other hand, a high ROE can mean that management is doing a good job, or that the firm is undercapitalised. Return on Equity (ROE) is calculated as:

$$\left( \frac{\text{Profit / Loss after tax}}{\text{Shareholders Funds}} \right) = \text{Return on Equity (ROE)}$$

#### Return on Capital Employed (ROCE)

ROCE is a comprehensive indicator of a Candidate's profitability, as it demonstrates a Candidate's ability to generate earnings from the total capital available. With reference to both the Chartered Institute of Management Accountants (CIMA) and Association of Accounting Technicians (AAT) it is well documented that ROCE is often referred to as the primary ratio, since it can be broken down into the two secondary factors of Operating Profit Percentage (Net Profit Margin) and Asset Turnover. The calculation used in this evaluation seeks to establish how efficiently a Candidate is able to generate profits through effective use of the assets available and therefore provides assurance into its Economic & Financial sustainability. As a combined profitability and efficiency measure it holds merit here in building a holistic, long term (the past 12 months and the next 12 months) view of a Candidate's performance. For a medium to long term contract we feel that the measure is therefore appropriate. In accordance with the conceptual framework of the International Financial Reporting Standards (IFRS) accounts are expected to be prepared on a going concern basis. It is therefore reasonable to concede that the ROCE ratio provides valuable insight for the foreseeable future (next 12 months). As an established financial ratio it provides insight into all Candidate's performance be they large or small based on how they have chosen to manage their financial interests. Return on Capital Employed (ROCE) is calculated as:

$$\left( \text{Net Profit Margin} \times \left( \frac{\text{Operating Revenue}}{\text{Total Assets} - \text{Current Liabilities}} \right) \right) = \text{Return on Capital Employed (ROCE)}$$

### Scoring Methodology

Ratio Description	Lower Threshold Value	Upper Threshold Value	Weighting	Scoring Criteria
Net profit margin	0.00%	5.00%	15.00%	100% will be achieved equal to or above the Upper Threshold Value. 0% will be achieved equal to or below the Lower Threshold Value. Between the thresholds the Candidate will be awarded points on a proportional basis.
Current Ratio	1.00	2.00	10.00%	100% will be achieved equal to or above the Upper Threshold Value. 0% will be achieved equal to or below the Lower Threshold Value. Between the thresholds the Candidate will be awarded points on a proportional basis.
Gearing	1.70	1.00	30.00%	100% will be achieved equal to or

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(Debt to Equity)				below the Upper Threshold Value. 0% will be achieved equal to or above the Lower Threshold Value. Between the thresholds the Candidate will be awarded points on a proportional basis.
Return on Equity (RoE)	2.00%	5.00%	5.00%	100% will be achieved equal to or above the Upper Threshold Value. 0% will be achieved equal to or below the Lower Threshold Value. Between the thresholds the Candidate will be awarded points on a proportional basis.
ROCE	2.00%	5.00%	40.00%	100% will be achieved equal to or above the Upper Threshold Value. 0% will be achieved equal to or below the Lower Threshold Value. Between the thresholds the Candidate will be awarded points on a proportional basis.
<b>TOTAL</b>			<b>100.00%</b>	<b>This figure represents the Target Response which is the equivalent to a Weighted Assessment Score of 1 (as shown in BravoNR)</b>

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response	Criteria for Selection (as required)
5.4	100%	N/A	100% (Weighted Assessment Score of 1)	See table above for details of calculations and weightings.  Achieving a WAS score below 0.4 will result in a score of 0 for the commercial envelope.



### 3. ITT Award Criteria and Weightings

#### 3.1. Lot 1 – Lineside Services

Technical Envelope		Envelope Weighting: 60%
<b>Technical and Professional Ability – 62.5%</b>		
For questions in section 6 the following criteria will be applied when evaluating the response from the Candidate (including information from the relevant entity or entities on whose capacity or capacities the Candidate is relying for this section – see [ ]) unless specified for a particular question in the table below under the column heading 'Criteria for Selection':		
Score	Weighting	Interpretation
5	100%	Exceptional demonstration by the Candidate of the relevant capability, understanding, skills, resource, and quality systems required to meet the requirements. Response identifies factors that will offer added value, with strong evidence to support the response.
4	80%	Above acceptable demonstration by the Candidate of the relevant capability, understanding, skills, resource, and quality systems required to meet the requirements. Response identified factors that will offer added value, with evidence to support the response.
3	60%	Acceptable demonstration by the Candidate of the relevant capability, understanding, skills, resource, and quality measures required to meet the requirements, with adequate evidence to support the response.
2	40%	Some minor reservations of the Candidate's relevant capability, understanding, skills, resource, and quality systems required to meet the requirements, with little or no evidence to support the response.
1	20%	Considerable reservations of the Candidate's relevant capability, understanding, skills, resource, and quality systems required to meet the requirements, with insufficient evidence to support the response.
0	0%	Insufficient information provided to demonstrate that the Candidate has the capability, understanding, skills, resource, and quality systems required to meet the requirements, with insufficient or no evidence to support the response.

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Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to "Pass" Question / Section	Criteria for Selection
1.1.1	17.5%	28%	Attachment	
1.2.1	15%	24%	Attachment	
1.3.1	10%	16%	Attachment	
1.4.1	10%	16%	Attachment	
1.5.1	5%	8%	Attachment	
1.6.1	5%	8%	Attachment	

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**Safety – 22.5%**

For questions in section 2.3 the following criteria will be applied when evaluating the response from the Candidate (including information from the relevant entity or entities on whose capacity or capacities the Candidate is relying for this section) unless specified for a particular question in the table below under the column heading 'Criteria for Selection'

Score	Weighting	Interpretation
5	100%	Exceptional demonstration by the Candidate of the relevant capability, understanding, skills, resource, and quality systems required to meet the requirements. Response identifies factors that will offer added value, with strong evidence to support the response.
4	80%	Above acceptable demonstration by the Candidate of the relevant capability, understanding, skills, resource, and quality systems required to meet the requirements. Response identified factors that will offer added value, with evidence to support the response.
3	60%	Acceptable demonstration by the Candidate of the relevant capability, understanding, skills, resource, and quality measures required to meet the requirements, with adequate evidence to support the response.
2	40%	Some minor reservations of the Candidate's relevant capability, understanding, skills, resource, and quality systems required to meet the requirements, with little or no evidence to support the response.
1	20%	Considerable reservations of the Candidate's relevant capability, understanding, skills, resource, and quality systems required to meet the requirements, with insufficient evidence to support the response.
0	0%	Insufficient information provided to demonstrate that the Candidate has the capability, understanding, skills, resource, and quality systems required to meet the requirements, with insufficient or no evidence to support the response.

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to "Pass" Question / Section	Criteria for Selection
1.7.1	7.5%	33.4%	Attachment	
1.7.2	7.5%	33.3%	Attachment	
1.7.3	7.5%	33.3%	Attachment	

### Sustainability and Social Value – 15%

For questions in section 2.3 the following criteria will be applied when evaluating the response from the Candidate (including information from the relevant entity or entities on whose capacity or capacities the Candidate is relying for this section) unless specified for a particular question in the table below under the column heading 'Criteria for Selection':

Question 1.8.1:

Score	Level	Best Practice
5	Exceptional Demonstration	Below best practice plus: Uses industry approved tools to measure impact e.g. Rail Carbon Tool, the Rail Biodiversity Calculator or Common Social Impact Framework for Rail.
4	Above acceptable demonstration	Below best practice plus: Includes outcomes achieved through the activity and a method of evaluation.
3	Acceptable demonstration	Below best practice plus: Examples provided are linked to at least one environmental and one of the social themes listed in the question.
2	Some minor reservations	Below best practice plus: Examples of existing programmes / initiatives are provided.
1	Considerable reservations	Both environment and social impact areas are addressed.
0	No response	Insufficient information to demonstrate capability, or no response.

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Question 1.8.2:

Score	Level	Best Practice
5	Exceptional Demonstration	Below best practice plus: Implementing ISO50001 in their own organisation.
4	Above acceptable demonstration	Below best practice plus: Measuring and managing their own energy consumption and setting targets for energy and carbon.
3	Acceptable demonstration	Below best practice plus: Commitment to work with NR to reduce energy consumption and carbon emissions
2	Some minor reservations	Below best practice plus: Appreciation of resources needed for energy management.
1	Considerable reservations	Commitment to delivery of energy efficient outcomes.
0	No response	Insufficient information to demonstrate capability, or no response.

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## Question 1.8.3:

Score	Level	Best Practice
5	Exceptional Demonstration	Below best practice plus: Metrics and targets included to address under-represented groups.
4	Above acceptable demonstration	Below best practice plus: Addresses industry specific programmes such as Women into Construction and National Skills Academies.
3	Acceptable demonstration	Below best practice plus: Targeted engagement strategy which includes Job Centre Plus, FE Colleges, University Technical Colleges, job brokers and/or employment support providers.
2	Some minor reservations	Below best practice plus: Recruitment plan with number of school visits, work experience placements, traineeships and/or apprenticeships identified.
1	Considerable reservations	Commitment to recruit apprentices at a minimum of 1 apprentice per £3-£5m spend
0	No response	Insufficient information to demonstrate capability, or no response.

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to "Pass" Question / Section	Criteria for Selection
1.8.1	5%	33.3%	Attachment	
1.8.2	5%	33.4%	Attachment	
1.8.3	5%	33.3%	Attachment	

**Commercial Envelope**
**Envelope  
Weighting: 40%**
**Commercial – 100%**

The scoring criteria for the commercial envelope is as follows:

For the Core Services of Welfare officer provision, an annual evaluative price will be generated from the rates offered by each supplier. This evaluative price will be calculated by multiplying an indicative number of shifts by the rates provided by the tenderer for each resource. The indicative volumes are included in the pricing document for the tenderer's reference. This element will be worth 50% of the Commercial Envelope.

For Additional Services, the pricing document requests a number of rates for each required service. Each service has been given a weighting. The rates provided will be totalled and divided by the weighting to give a weighted evaluative price. The weighted evaluative price for all the services will be added together to provide an Additional Services Total Price for Evaluation. This element will be worth 20% of the Commercial Envelope.

Each of these two elements shall be scored in isolation. The submission with the lowest evaluative price for each element will score 100%; all other submissions shall be scored proportionally against the lowest price using the following formula:

$\text{Lowest price/tenderer's price} \times 100$

The Discount Structure will be scored using weightings for each element. The discounts offered for each price break will be scored in isolation. Each supplier will be scored on a Proportional vs. Best Methodology using the following formula:  $\text{Lowest discount/tenderer's discount} \times \text{weighting}$ . The evaluation scores for each price break will be totalled together to produce the supplier's score for this element. This element will be worth 30% of the Commercial Envelope.

Each tenderer's scores will then be multiplied by the weighting and added together to produce the total commercial score.

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to "Pass" Question / Section
2.1.2	-	-	Attachment
2.2.1	50%	50%	Lowest Price
2.3.1	20%	20%	Lowest Price
2.4.1	30%	30%	Highest Discount

### 3.1. Lot 2 – Stations Services

Technical Envelope		Envelope Weighting: 60%
<b>Technical and Professional Ability – 70%</b>		
<p>For questions in section 6 the following criteria will be applied when evaluating the response from the Candidate (including information from the relevant entity or entities on whose capacity or capacities the Candidate is relying for this section – see [ ]) unless specified for a particular question in the table below under the column heading 'Criteria for Selection':</p>		
Score	Weighting	Interpretation
5	100%	Exceptional demonstration by the Candidate of the relevant capability, understanding, skills, resource, and quality systems required to meet the requirements. Response identifies factors that will offer added value, with strong evidence to support the response.
4	80%	Above acceptable demonstration by the Candidate of the relevant capability, understanding, skills, resource, and quality systems required to meet the requirements. Response identified factors that will offer added value, with evidence to support the response.
3	60%	Acceptable demonstration by the Candidate of the relevant capability, understanding, skills, resource, and quality measures required to meet the requirements, with adequate evidence to support the response.
2	40%	Some minor reservations of the Candidate's relevant capability, understanding, skills, resource, and quality systems required to meet the requirements, with little or no evidence to support the response.
1	20%	Considerable reservations of the Candidate's relevant capability, understanding, skills, resource, and quality systems required to meet the requirements, with insufficient evidence to support the response.
0	0%	Insufficient information provided to demonstrated that the Candidate has the capability, understanding, skills, resource, and quality systems required to meet the requirements, with insufficient or no evidence to support the response.



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Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to "Pass" Question / Section	Criteria for Selection
1.1.1	22.5%	N/A	Attachment	
1.2.1	12.5%	N/A	Attachment	
1.3.1	12.5%	N/A	Attachment	
1.4.1	10%	N/A	Attachment	
1.5.1	5%	N/A	Attachment	
1.6.1	7.5%	N/A	Attachment	

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**Safety – 15%**

For questions in section 6 the following criteria will be applied when evaluating the response from the Candidate (including information from the relevant entity or entities on whose capacity or capacities the Candidate is relying for this section – see [ ]) unless specified for a particular question in the table below under the column heading 'Criteria for Selection':

Score	Weighting	Interpretation
5	100%	Exceptional demonstration by the Candidate of the relevant capability, understanding, skills, resource, and quality systems required to meet the requirements. Response identifies factors that will offer added value, with strong evidence to support the response.
4	80%	Above acceptable demonstration by the Candidate of the relevant capability, understanding, skills, resource, and quality systems required to meet the requirements. Response identified factors that will offer added value, with evidence to support the response.
3	60%	Acceptable demonstration by the Candidate of the relevant capability, understanding, skills, resource, and quality measures required to meet the requirements, with adequate evidence to support the response.
2	40%	Some minor reservations of the Candidate's relevant capability, understanding, skills, resource, and quality systems required to meet the requirements, with little or no evidence to support the response.
1	20%	Considerable reservations of the Candidate's relevant capability, understanding, skills, resource, and quality systems required to meet the requirements, with insufficient evidence to support the response.
0	0%	Insufficient information provided to demonstrate that the Candidate has the capability, understanding, skills, resource, and quality systems required to meet the requirements, with insufficient or no evidence to support the response.

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to "Pass" Question / Section	Criteria for Selection
1.7.1	7.5%	50%	Attachment	
1.7.2	7.5%	50%	Attachment	

### Sustainability and Social Value – 15%

For questions in section 2.3 the following criteria will be applied when evaluating the response from the Candidate (including information from the relevant entity or entities on whose capacity or capacities the Candidate is relying for this section) unless specified for a particular question in the table below under the column heading 'Criteria for Selection':

Question 1.8.1:

Score	Level	Best Practice
5	Exceptional Demonstration	Below best practice plus: Uses industry approved tools to measure impact e.g. Rail Carbon Tool, the Rail Biodiversity Calculator or Common Social Impact Framework for Rail.
4	Above acceptable demonstration	Below best practice plus: Includes outcomes achieved through the activity and a method of evaluation.
3	Acceptable demonstration	Below best practice plus: Examples provided are linked to at least one environmental and one of the social themes listed in the question.
2	Some minor reservations	Below best practice plus: Examples of existing programmes / initiatives are provided.
1	Considerable reservations	Both environment and social impact areas are addressed.
0	No response	Insufficient information to demonstrate capability, or no response.

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Question 1.8.2:

Score	Level	Best Practice
5	Exceptional Demonstration	Below best practice plus: Implementing ISO50001 in their own organisation.
4	Above acceptable demonstration	Below best practice plus: Measuring and managing their own energy consumption and setting targets for energy and carbon.
3	Acceptable demonstration	Below best practice plus: Commitment to work with NR to reduce energy consumption and carbon emissions
2	Some minor reservations	Below best practice plus: Appreciation of resources needed for energy management.
1	Considerable reservations	Commitment to delivery of energy efficient outcomes.
0	No response	Insufficient information to demonstrate capability, or no response.

## UTILITIES CONTRACTS REGULATIONS 2016



## Question 1.8.3:

Score	Level	Best Practice
5	Exceptional Demonstration	Below best practice plus: Metrics and targets included to address under-represented groups.
4	Above acceptable demonstration	Below best practice plus: Addresses industry specific programmes such as Women into Construction and National Skills Academies.
3	Acceptable demonstration	Below best practice plus: Targeted engagement strategy which includes Job Centre Plus, FE Colleges, University Technical Colleges, job brokers and/or employment support providers.
2	Some minor reservations	Below best practice plus: Recruitment plan with number of school visits, work experience placements, traineeships and/or apprenticeships identified.
1	Considerable reservations	Commitment to recruit apprentices at a minimum of 1 apprentice per £3-£5m spend
0	No response	Insufficient information to demonstrate capability, or no response.

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response to "Pass" Question / Section	Criteria for Selection
1.8.1	5%	33.3%	Attachment	
1.8.2	5%	33.4%	Attachment	
1.8.3	5%	33.3%	Attachment	

**Commercial Envelope**
**Envelope  
Weighting: 40%**
**Commercial – 100%**

The scoring criteria for the commercial envelope is as follows:

For the Core Services of Welfare officer provision, an annual evaluative price will be generated from the rates offered by each supplier. This evaluative price will be calculated by multiplying an indicative number of shifts by the rates provided by the tenderer for each resource. The indicative volumes are included in the pricing document for the tenderer's reference. This element will be worth 50% of the Commercial Envelope.

For Additional Services, the pricing document requests a number of rates for each required service. Each service has been given a weighting. The rates provided will be totalled and divided by the weighting to give a weighted evaluative price. The weighted evaluative price for all the services will be added together to provide an Additional Services Total Price for Evaluation. This element will be worth 20% of the Commercial Envelope.

Each of these two elements shall be scored in isolation. The submission with the lowest evaluative price for each element will score 100%; all other submissions shall be scored proportionally against the lowest price using the following formula:

$\text{Lowest price/tenderer's price} \times 100$

The Discount Structure will be scored using weightings for each element. The discounts offered for each price break will be scored in isolation. Each supplier will be scored on a Proportional vs. Best Methodology using the following formula:  $\text{Lowest discount/tenderer's discount} \times \text{weighting}$ . The evaluation scores for each price break will be totalled together to produce the supplier's score for this element. This element will be worth 30% of the Commercial Envelope.

Each tenderer's scores will then be multiplied by the weighting and added together to produce the total commercial score.

Question No	Weighting Within Envelope	Question Weighting Within Section	Target Response
2.1	-	-	Attachment
2.2	50%	50%	Lowest Price
2.3	20%	20%	Lowest Price
2.4	30%	30%	Highest Discount