

Annex 1 - Evaluation Criteria & Weighting

The Supplier's Response to Work Packages 1-8 and CV's (which has a weighting of 75%) will be assessed according to the strength of their response and evidence that their proposed personnel or wider supporting organisation has the knowledge and experience to deliver the work packages outlined in Annex 4. Each response (with the exception of Price) will be awarded a mark out of 10 in accordance with the following marking scheme: -

EVALUATION CRITERIA	Maximum Scores	Weighting (Max Scores)
Work Package 1	10	9%
Work Package 2	10	9%
Work Package 3	10	9%
Work Package 4	10	9%
Work Package 5	10	9%
Work Package 6	10	9%
Work Package 7	10	9%
Work Package 8	10	9%
A list of named personnel, including CVs, who will carry out the work.	10	3%
Finance – Total Price (to include full breakdown of fees and expenses)	25	25%

Tasking and Personnel markings will be evaluated on the quality of the proposals/CVs provided within the submitted tender documents. Clarification may be obtained by way of interviews in Southampton, to which all Tenderers will be invited.

Each Task will be evaluated using the following scoring system:

Proposed Approach (Work Packages 1-8)		Mark
How well does the proposed approach demonstrate an understanding of the contract's objectives and address the success factors including the management of risk?		
Unacceptable	The proposed approach/allocation of resources fails to demonstrate an adequate understanding of the contract's objectives in respect of the evaluation criteria.	0
Partially Acceptable	The proposed approach/allocation of resources demonstrates an understanding of the contract's objectives to a standard in respect of the evaluation criteria but has not been adequately evidenced or lacks supporting examples.	3
Acceptable	The proposed approach/allocation of resources demonstrates a full understanding of the contract's objectives; it addresses fully the success factors and risk management issues in respect of the evaluation criteria and is supported by evidence and examples.	7
Good	The proposed approach/allocation of resources has been tailored specifically to deliver the contract's objectives and deals comprehensively with the risks to maximising delivery of the services in respect of the evaluation criteria and is fully supported by evidence and examples.	10

CVs will be evaluated using the following scoring system:

CVs		Mark
Unacceptable	The CVs do not demonstrate any relevant experience of performing associated tasks.	0
Partially Acceptable	The CVs provide details of recent experience of performing some of the associated tasks.	3
Acceptable	The CVs provide an extended history of multi-disciplined experience of performing associated tasks.	7
Good	The CVs demonstrate a proven track record of success over multiple disciplines performing associated tasks	10

The marks awarded in accordance with the above table will then be adjusted in accordance with the weightings.

The Department/MCA will not consider tenders scoring less than a total of (60) out of the total of (90) available for Work Packages 1-8 and CV's.

The criteria for Price Evaluation are stated at Annex 2