

Pre-Qualification Questionnaire in relation to the provision of:

**Principal contractor to deliver design and build services for the**

**Refurbishment / fitout of approx. 8000sqft of space in**

**London / London boroughs**

**.**

Contract Reference: UWTSD2021/143

**PQQ Scored Questions Response Template**

Issue Date: 11/01/2021

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| **SECTION C - CAPACITY & CAPABILITY** | | | | | |
| **Guidance** | **Maximum Weighted Score: 50%**  The UWTSD may only select you to tender if you are able to give recent evidence of successfully delivering relevant products or services. The UWTSD may also request that you provide references to support your answer. It may also be acceptable to provide evidence of any new capacity or capability that has been acquired recently.  **Responses to this question is awarded a score of 5- 0.**  **Failure to supply all of the information required, or failure to include details of relevant contracts = Fail.** | | | | |
| **CC.GEN.02** | **CC.GEN.02a** Provide a description of 3 relevant contracts you have successfully delivered in the last 3 years that show experience that is relevant to the lot you are bidding for.  Provide details of;   * Goods, works or services delivered. * How these are relevant to the requirement. * How the Contract was delivered successfully. * Contract Value. * Period over which the Contract was delivered.   Provide 3 references that the UWTSD can contact to support your evidence. | | | | |
| **Answer** |  | | | | |
| **Guidance** | ***Maximum Weighted Score: 10%***  *The UWTSD may only select you to tender if you have appropriately qualified and experienced personnel. The UWTSD will indicate the minimum numbers of qualified staff that you should have in order to be qualified to tender. Where particular experience and/or qualifications are required, the UWTSD will specify this.*  ***Response to this question is awarded a score of 5 - 0.***  ***Failure to supply all of the information required = Fail.*** | | | | |
| **CC.GEN.04** | **CC.GEN.04a** Do you have the necessary numbers of qualified staff to service the requirement as set out in the draft specifications If you are successful you must be in a position to provide evidence if required, prior to contract award, and without delay.  If you intend to work with different partner organisations we require a basic overview of which companies, you would partner with. Attach short-form CVs of the key staff who might be available to service this requirement. **No more than ½ page per person** | | | | |
| **Answer** |  | | | | |
| **CVs Included?** | Yes |  | No |  |
| **SECTION D - MANAGEMENT** | | | | | |
| **Guidance** | ***Maximum Weighted Score: 20%***  *The UWTSD Group will use your answer to determine whether you have an appropriate system for ensuring the service will be delivered on time and to cost and quality.*  ***Responses to this question is awarded a score of 5 - 0.***  ***Failure to supply all of the information required = Fail.*** | | | | |
| **MA.GEN.03** | **MA.GEN.03a** Explain how you ensure that your services are delivered on time, and to cost / the required quality. | | | | |
| **Answer** |  | | | | |
| **Guidance** | ***Maximum Weighted Score: 20%***  *The UWTSD will use your answer to determine whether you have communication mechanisms in place with your clients (and consortium members if relevant) that are appropriate to ensure that your products or services continue to meet the buyer’s needs.*  ***Responses to this question is awarded a score of 5 - 0.***  ***Failure to supply all of the information required = Fail.*** | | | | |
| **MA.GEN.04** | **MA.GEN.04a** Explain how you manage communication with your clients and different partner organisations to make sure that your services continue to meet their needs. Provide evidence of where you have worked with different organisations to deliver a successful project outcome. | | | | |
| **Answer** |  | | | | |