



Office for
**Environmental
Protection**

Invitation to Tender

**Assessment of waste
management and illegal disposal
in Northern Ireland.**

Project code: **INS011-01**

May 2023

1. Introduction

- 1.1 The Office for Environmental Protection (OEP) works to protect and improve the environment by holding government and other public bodies to account.

We were legally created in November 2021, under the Environment Act 2021.

Our work covers England and Northern Ireland. We also cover reserved matters across the UK (a matter on which only UK Parliament in Westminster can make legislation).

We are an independent non-departmental public body, funded by the Department for Environment, Food and Rural Affairs (Defra) in England and the Department of Agriculture, Environment and Rural Affairs (DAERA) in Northern Ireland, who oversee our use of public money.

However, we pursue our objectives and implement our functions independently and impartially, separately from government. Our judgements are our own, formed independently.

- 1.2 This document sets out the scope and parameters of work which the OEP wishes to commission and describes how tenderers may tender to undertake this work.
- 1.3 For guidance, this tendering opportunity has a budget in the range indicated below (NB. all values include VAT):

£10- £25k	£20k- £35k	£25k- £50k	£40k- £75k	£60k- £100k	£75k- £125k	£100k- £150k	£125k- £200k	£175k- £250k	£200k- £350k	£300k- £500k
		✓								

2. Timetable

The target timetable for this process is as follows:

- Deadline for receipt of questions relating to this ITT 23:45 01/06/2023
- Deadline for receipt of tender submissions 23:45 12/06/2023
- Notification of the OEP's decision 22/06/2023
- Commencement of work 29/06/2023
- Completion of work 29/09/2023

We reserve the right to change the timetable if deemed necessary.

3. Objectives

- 3.1 The aim of this project is to contribute to the OEP's understanding of waste management and illegal waste disposal in Northern Ireland, and associated impacts on the natural environment and public health. We are specifically interested in a baseline evidence assessment of monitoring and reporting on such matters to support our scrutiny function within Northern Ireland.
- 3.2 Through this study we are looking to identify: the intended outcome/s (e.g. targets) of relevant legal and policy frameworks; regulatory and monitoring programmes including the availability of data and information supporting these; and the environmental and public health impacts of waste management and illegal disposal.
- 3.3 This will be achieved through delivering the following areas of study, as described further in section 5:
 - A. Review of the legal provisions and associated measures for waste management and illegal disposal in Northern Ireland.
 - B. Review of duties and responsibilities for the monitoring and reporting of waste management and illegal waste disposal in Northern Ireland.
 - C. Assessment of the impact that waste management and illegal waste disposal has on the natural environment (terrestrial, aquatic, and marine) and public health.
 - D. Assessment of the legal / regulated and illegal sources, pathways, and receptors of waste in Northern Ireland.
 - E. Assessment of transboundary waste management and illegal disposal within and between the UK, and internationally (e.g. Northern Ireland to the Republic of Ireland).
 - F. Evaluation of best practice approaches to monitoring, assessment and reporting of waste management, and illegal disposal.
- 3.4 The deliverables of this project will primarily support the OEP's work to monitor and report on environmental improvement in Northern Ireland. Deliverables will also assist our wider functions including monitoring, advice, and investigation of relevant environmental law.

4. Background

- 4.1 The Office for Environmental Protection (OEP) has the mission to protect and improve the environment by holding government and other public authorities to account. Further information is detailed in our [Strategy](#)¹ and [Corporate Plan](#)².
- 4.2 To achieve our objectives, the OEP has four main functions:
 - We review and report on progress in delivering environmental improvement plans (EIPs), goals, and targets
 - We monitor and report on the implementation of environmental law.

¹ www.theoep.org.uk/report/our-strategy-and-enforcement-policy

² www.theoep.org.uk/report/our-corporate-plan

- We advise government on proposed changes to environmental law and other matters related to the natural environment
 - We investigate suspected serious failures to comply with environmental law by public authorities and enforce compliance where needed.
- 4.3 Waste management and illegal waste disposal has been identified by the OEP as a key gap. This project will, therefore, provide a vital baseline evidence assessment that will:
- identify key obligations, targets, policies, and commitments, and where appropriate performance against these.
 - provide an overview of current state of knowledge, evidence and data, and identify the most critical data and information gaps and uncertainties (e.g. information biases).
- 4.4 For the purpose of this study we understand waste as defined in the [Waste Directive](#) as ‘any substance or object which the holder discards or intends or is required to discard’. This project will have the same exclusions as those set out in the Directive, including for example organic agricultural waste, and [biosolids](#) being excluded from the scope of this project.
- 4.5 Waste management is understood to broadly refer to the collection, transport, recovery, recycling, and disposal of waste (regulated and illegal), together with monitoring and regulation of these processes. This project should therefore not consider in detail resource efficiency measures (e.g. product design regulation). Confirmation of scope will be subject to project initiation meetings, discussed further in section 5.
- 4.6 For this project we require a supplier with a thorough understanding of waste management and illegal disposal in Northern Ireland, and with experience of the broad suite of plans and underpinning evidence used to deliver improvement.

5. Requirements and services

Project inception

- 5.1 Attend a project inception meeting to agree the methodology and confirm the deliverables and their timelines. Produce minutes setting out the key outcomes, conclusions and action points, and an updated plan for delivery of the project, within 3 working days. We anticipate the meeting would be held at our touch down space at the Scottish Provident Building, Belfast, but we are open to a video conference if this is not possible.

Project delivery

- 5.2 The project comprises six areas of study, A to F, as detailed below.

A: Review of the legal provisions and associated measures for waste management and illegal disposal in Northern Ireland.

- 5.3 A comprehensive review of the legal provisions and associated measures for waste management and illegal disposal in Northern Ireland. This should include the intended outcomes (i.e. objectives and targets), and roles and responsibilities

of public authorities, and associated measures which include strategies, plans, policy, and guidance.

- 5.4 This task will examine and summarise the legal provisions and associated measures currently in place in Northern Ireland. This is intended to provide a clear basis of understanding of the current legal and operational frameworks associated with waste management and illegal disposal in Northern Ireland, as an underpinning framework for the other tasks in the project.
- 5.5 The review should include but is not limited to the Waste Framework Directive as retained and related legislation including Waste Regulations (Northern Ireland) 2019; and the Climate Change (Northern Ireland) Act 2022.
- 5.6 The review will consider but is not limited to:
- Waste and associated regulations (e.g. Climate Change Act (Northern Ireland) 2022) concerned with management and illegal waste disposal within Northern Ireland, and internationally (transboundary shipment).
 - The origins, geographic scope, and objectives of relevant laws – what were they put in place to achieve, and how and why these have changed over time.
 - Explanation of the main provisions, powers, and duties in the regulations, including targets. This should include key definitions, e.g. of waste, waste management.
 - The main authorities involved in implementing the regulations and their responsibilities.
 - The origins and objectives of strategies, plans, policy, and guidance on waste management and illegal disposal.
 - A summary of known challenges, issues, or shortcomings in the current arrangements for waste management and illegal disposal.

B: Review of duties and responsibilities for the monitoring and reporting of waste management and illegal disposal in Northern Ireland.

- 5.7 A comprehensive review of the roles and responsibilities of public authorities, and producers for monitoring and reporting on waste management and illegal disposal.
- 5.8 The review will consider but is not limited to:
- Who is responsible for monitoring? How does monitoring relate to legal and associated obligations?
 - What types of data are collected? Are there data gaps, or data that is not being efficiently collected?
 - How, where, and when is data reported?
 - Mechanisms of auditing and review.

C: Assessment of the impact that waste management and illegal disposal has on the natural environment (terrestrial, aquatic, and marine) and public health

- 5.9 A comprehensive literature review of reports, academic journals and other material related to the impact of waste management and illegal disposal on the natural environment and public health. This should be based upon a clear methodology to be developed or recommended by the supplier.
- 5.10 The review should cover impacts on the natural environment and public health across Northern Ireland, the wider UK, Europe and internationally.
- 5.11 To focus the scope of this literature review, the supplier is invited to propose the research questions / topics which they believe will be of the greatest benefit to the OEP. This should be during the initiation meetings and will be subject to further discussion and agreement.
- 5.12 The research questions / topics may include the following:
- Impact of different sources, pathways, and receptors of waste management and illegal disposal.
 - Impact of transboundary movement within UK and internationally, off-shoring of environmental and public health impact.

D: Assessment of the sources, pathways, and receptors of waste in Northern Ireland.

- 5.13 A comprehensive assessment of the sources, pathways and receptors – both legal / regulates, and illegal – in Northern Ireland. The review should incorporate reports, academic journals and other material related to the impact of waste management and illegal disposal on the natural environment and public health. This should be based upon a clear methodology to be developed or recommended by the supplier.
- 5.14 This review must include, but is not limited to:
- Categorise and report on types of waste.
 - Assess and report on current and predicted trends of waste production and management in Northern Ireland.
 - Identify and report on regulated / licensed receptors of waste.
 - Report on types / pathways and rates of illegal disposal.
 - Report on performance against waste targets and commitments.
 - Assess reporting programmes for waste management and illegal disposal.
 - Report on public perceptions of waste management and illegal disposal.
 - Report on drivers of illegal waste activity and if / how these are changing.

E. Assessment of transboundary waste management and illegal disposal between the UK and internationally

- 5.15 A comprehensive assessment of transboundary waste management and illegal disposal within the UK, and internationally. The review must identify sources, pathways, and receptors – both regulated and illegal – of transboundary movement of waste. This includes export and import of waste in the context of Northern Ireland.

5.16 The review must address, but is not limited to:

- Sources, pathways, and receptors of waste export and imports in the context of Northern Ireland
- Joint authority and responsibility for monitoring, reporting, enforcing transboundary waste movement.
- Assessment of the extent of illegal importing and exporting of waste activity.

F. Evaluation of best practice approaches (case studies) to waste management, and illegal disposal monitoring and reporting.

5.17 Undertake a strategic review of how waste management and illegal disposal is legislated, monitored, and reported on in other countries including within the UK, EU, and internationally.

5.18 Based on the waste hierarchy, the best practices in waste management are to be identified, assessed, and reported. The review should consider how effective practices were (clearly defined objectives, measurable results), and how replicable they are in the context of Northern Ireland.

Reporting Requirements

5.19 Collate the findings into a formal report. The reports must:

- a) Include a non-technical summary as well as technical documents for findings and recommendations of the review work above.
- b) Detail clearly methodologies used for carrying out works (e.g. for literature review what keywords, search engines, criteria for selecting literature for inclusion).
- c) Fully document and reference all supporting information as the project will rely strongly on published evidence and data.
- d) Be provided initially in draft form on a timescale to enable the OEP to undertake sufficient review, and for comments and amendments to be agreed with the supplier for finalising the report.
- e) Be produced in the OEP's report template (Microsoft Word) and branding, which will be provided to the supplier.
- f) Be of suitable content, format and standard for publication on the OEP's websites. It must provide good accessibility in line with OEP guidance, with appropriate use of tables and graphics.
- g) Be accurate and quality checked, with a record of relevant activities.

Project and team management

5.20 Use appropriate project management techniques to ensure that all activities are undertaken on time, on budget and to a high standard of quality; manage budget and risks robustly; and resolve issues promptly.

5.21 If any services or elements of the delivery are subcontracted:

5.21.1 Agree each subcontractor with us in advance.

- 5.21.2 Manage the subcontractor's activity and performance as if they were part of your own team.
- 5.22 Provide a single point of contact of appropriate seniority with whom we will liaise on all day-to-day matters throughout the duration of the contract.
- 5.23 Maintain an oversight of all work and propose opportunities for improved coordination and efficiency where possible to reduce overall costs and improve value for money.
- 5.24 Provide regular progress reporting and attend project progress meetings as required by the OEP.
- 5.25 If required, work closely with other suppliers who have been contracted by the OEP to carry out work that contributes to our wider project.

Minimising environmental impacts

- 5.26 We expect you to:
 - 5.26.1 Minimise environmental impacts wherever possible in the way you undertake this project.
 - 5.26.2 Have an environmental management system in place that is at least equivalent to the standards required by ISO 14001.

6. Tendering procedure

Tender submissions

- 6.1 This procurement is being undertaken by the OEP is via an open procedure, i.e., any interested company can submit a tender.
- 6.2 The process the OEP uses to select its suppliers is a competitive one. You should keep your tender focussed on the specific requirements and objectives of the work, and we recommend that you also consider the assessment criteria.
- 6.3 **Tenders will only be accepted by email attachment to procurement@theoep.org.uk**
In the email subject line state:
INS011-01 NI Waste – Tender submission – YOUR COMPANY NAME
Tenders submitted by any other route, including postal, will not be accepted.
- 6.4 To constitute a compliant tender it is essential that all required information and documentation is fully completed, in the correct format, and your tender is received in our email inbox by the deadline date and time. It is your responsibility to ensure your tender arrives with us before the deadline date and time. We will not accept any tenders that arrive late.

Ensure you allow sufficient time before the deadline to submit your tender and for it to reach us.

- 6.5 Details not provided or not fully completed may constitute an admission of unsuitability/inability to fulfil requirements and may result in the tender being rejected at the OEP's absolute discretion.
- 6.6 We accept tenders from individuals, companies and from consortiums. Should you decide to tender as part of a consortium you will need to identify one member of the consortium (the "Lead Contractor") to act as the contracting party. All other consortium members will be sub-contractors to the Lead Contractor
- 6.7 Your tender and all accompanying documents are to be in English.
- 6.8 All tenders will be treated on a confidential basis by the OEP and their advisors, subject to the provisions of the Freedom of Information Act 2000 and the Environmental Information Regulations.
- 6.9 All tenders must remain valid for a minimum period of 90 days following the deadline for receipt.
- 6.10 Information in this ITT is offered in good faith for the guidance of interested parties, but no warranty or representation is given as to the accuracy or completeness of any of it. The OEP and its advisors shall not be liable for any error, misstatement or omission. No aspect of this procedure shall constitute a contract or part of a contract. Tenderers participate in this process on the strict understanding that the procedure may be altered or that the OEP may not proceed for any reason. The OEP reserves the right not to follow up this ITT in any way and in particular not to enter into any contractual arrangement with any of the tenderers. The OEP does not bind itself to enter into negotiations or proceed with or accept any tender. Any decision to tender is at the sole discretion of the tenderer and the OEP excludes all liability in respect of any tendering costs incurred.
- 6.11 To be considered for assessment, suppliers must have sufficient and suitable insurance covers in place at the time of tendering or must include (as part of the tender submission) a commitment to take out such cover in the event of being appointed.
- 6.12 We reserve the right to reject tenders from suppliers where there are circumstances which in our reasonable opinion could impact upon the Supplier's ability to deliver the services required. Such circumstances could include:
- A financial report or other financial information about a tenderer suggesting it is at risk of insolvency;
 - A tenderer is subject to relevant legal proceedings;
 - A tenderer has a conflict of interest for which there is no feasible remedy.
- We would initially seek to clarify the circumstances with the tenderer.
- 6.13 We reserve the right to reject any tender if any information provided is found to be false, misleading, incomplete or inaccurate

Enquiries about this ITT

- 6.14 If you wish to submit questions relating to this ITT please do so by email to procurement@theoep.org.uk

In the email subject line state:

Questions submitted in any other way will not receive a response.

- 6.15 Responses and the nature of the questions will be shared with all tenderers (unless we decide there is a specific reason not to) without disclosing the name of the tenderer who raised the question.

At our discretion, questions/requests for clarification on any element of this ITT or the procurement process submitted after the deadline stated in paragraph 2 will not be responded to.

Tender assessment and award of contract

- 6.16 All tenders will be assessed against the assessment criteria set out in section 8 of this ITT.

- 6.17 All tenderers will receive written notification of our decision.

- 6.18 Any contract entered into as a result of this procurement process shall be in accordance with the OEP's standard contract terms available at www.theoep.org.uk/suppliers. We will not negotiate on these terms or accept any additional terms so by submitting a tender you are accepting that our standard contract terms will apply to any contract awarded to you.

- 6.19 Following award we will issue to the successful tenderer a contract. Once signed by both parties we will issue a purchase order to instruct the commencement of the work. The successful tenderer shall not undertake any work on this contract unless and until instructed by the purchase order. We reserve the right to extend the contract to include additional work within or closely related to the original scope. If additional work is required the specification and price will be agreed between us and the Supplier, the work will then be contracted by us issuing a variation to the contract and/or a variation to the purchase order or a separate purchase order(s) prior to that work commencing.

- 6.20 We also reserve the right to direct award further contracts to the successful tenderer (the Supplier) for additional services related to the subject of this project. If further contracts are required the specification and price for each will be agreed between us and the Supplier, the work will then be contracted by us issuing a contract and purchase order to instruct the work; the OEP Standard Contract Terms will apply, and we may require additional specific terms where necessary for the contract services.

- 6.21 If the successful tenderer operates through an 'intermediary' (e.g. a personal service company or a partnership) and has conditions of liability as defined at [HMRC ESM10003](#), or is a sole trader, we will undertake a determination of IR35 applicability or employment status for tax using the HMRC CEST tool. If our determination concludes that IR35 applies or the contract is employment for tax purposes, we may require an alternative contracting method so that the required tax and National Insurance Contributions can be deducted from our contract payments.

- 6.22 Tenderers taking part in this process acknowledge and accept that we may publish contract information about the winning tender (including the contract value and the name and contact details of the winning tenderer) on the OEP websites and any mandatory registers (e.g. Contracts Finder, Find a Tender Service as applicable) or elsewhere, as required of Contracting Authorities by

legislation, government, our funders, or in line with recognised industry good practice.

7. Please provide the following in your tender

7.1 Your tender shall comprise the following elements:

- A written proposal
- Quotation
- Supporting documents:
- Quality management policy
- Tenderer information and declaration

Details about each of these are given in the sections below.

7.2 Ensure that you provide ALL of the information and documents requested.

- Documents must be separate not as a single combined document.
- Provide your *Tender Quotation* in Microsoft Excel format and all other documents in PDF format.
- You are not required to submit any other information than that requested. Any information that is not specifically requested will be disregarded.

Written proposal

7.3 Your written proposal should be limited to no more than **15** x A4 sides at minimum 10pt font (excl. cover page, index, executive summary and appendices). You should keep your responses focussed on the requirements and specific objectives, and we recommend you also consider the assessment criteria.

7.4 The assessment panel may not assess beyond the stated maximum number of sides, so if your submission exceeds that number, this may result in your tender being deemed non-compliant.

7.5 Do not provide information by linking to websites or external sources as the assessors will not refer to these.

7.6 Include the following in your written proposal:

- (1) Briefly describe your organisation.** You may wish to highlight relevant services you provide and outline how you are differentiated from other organisations.
- (2) Demonstrate your understanding of the project,** what we are trying to achieve and why.
- (3) Describe the project team that would manage and deliver the work.**
 - a) Identify your proposed key personnel and provide a short pen portrait for each.

As an appendix provide concise professional CVs. Do not include personal information (e.g. contact details, age, nationality etc).
 - b) Demonstrate their relevant experience and expertise, supported by

examples of previous similar work they have undertaken, including:

- Regulation of waste management and illegal disposal in Northern Ireland;
- Waste management associated measures (including policies, strategies, plans, guidance) and delivery mechanisms in Northern Ireland;
- Impact of waste management and illegal disposal on the natural environment and public health;
- Waste management and illegal disposal monitoring and modelling;
- Evidence and literature review methodologies.

Where you cite examples, it would be useful to include comment on how you would translate your experience of these to our project.

- c) Identify your proposed team structure and the allocation of roles and responsibilities within the project. Identify any subcontractors.

- (4) Explain your approach for delivering the work**, including any methodological decisions and initial reflections you have about the evidence sources.

Address the following project elements separately:

- a) Review of legal provisions and associated measures (objective A, B)
- b) Literature reviews on the impact of waste management and illegal disposal on the natural environment and public health (objective C)
- c) Waste management and illegal waste disposal in Northern Ireland (objectives D-F)

- (5) Explain your approach for project management.** Include:

- Ensuring delivery on time and to budget.
- Quality management, including accessibility.
- Risk management.
- Team and subcontractor management.

- (6) A project schedule of work**, showing tasks and timescales.

- (7) Briefly describe your approach for minimising and managing environmental impacts associated with this project.**

- (8) Identify any conflicts of interest** which might arise if you were selected to undertake the work and, if such a conflict were to arise, an indication of how this conflict would be addressed.

7.7 Do not state your quotation or day rates in your written proposal.

Quotation & rates schedule

7.8 You must provide your pricing by completing the *template quotation & rates schedule*

Tenders not using this template or which have reformatted or modified the template may be deemed non-compliant and may not be assessed. However,

you may add additional lines to the tables if there are insufficient for your number of tasks or roles being proposed.

7.9 All price values must be stated **inclusive of VAT**, and the applicable VAT amount shown.

7.10 Provide your **quotation** by completing the template worksheet *Quotation*.

- Enter a full breakdown of fixed price quotation showing your price for each activity/task and deliverable. This should include mobilisation and project management. If expenses (travel etc) are not included in your task costs then include an estimate as a separate cost item.

(NB: Quotations using a payment model other than fixed price will not be accepted.)

7.11 Summarise your **proposed team** by completing the template worksheet *Personnel Involvement and Rates*.

- Enter the role titles and names of the individuals you are proposing for this project, and your estimate for the percentage of the total time each role/individual will be involved in delivering this project.
- This will assist the assessors with understanding how your project team is structured and the likely allocation of resources into the project.
- Your proposed team should be described in full in your written bid.
- Also enter your day rate for each person. We require this information for reference if we consider extending the contract to include additional related work. If your tender is successful the individuals and day rates you have submitted in the Rates Schedule will form part of the contract and will apply to any further quotation we request for a contract variation.

7.12 Provide an **invoicing schedule** by completing the template worksheet *Invoicing Schedule*.

- Propose what the payment milestones would be and when. These must be linked to defined deliverables (e.g. "Completion of X").
- We cannot accept invoice milestones defined by percentage split (e.g. 20%, 40%, 40%) unless the percentages are close to the value of the milestone deliverables. It's preferable that the invoice milestones directly link to the activities (e.g. "Completion of Tasks A and B, £X")
- We cannot accept milestones that make payments up front (e.g. X% on contract signing) – milestones must be in arrears for deliverables successfully completed.

Tenderer information and declaration

7.13 Use the *OEP Tenderer Information and Declaration* template

7.14 Fully complete all sections of the template.

7.15 The declaration must be confirmed by a person in your organisation with appropriate and sufficient authority.

Supporting documents

7.16 Provide your quality management policy. This will support your description (in your written proposal) of approaches you will use to ensure quality of deliverables.

8. Assessment criteria

8.1 We must be satisfied that each potential Supplier has the appropriate capabilities and resources available to undertake the work to our requirements and provide the necessary services.

8.2 The *Tenderer Information and Declaration* template required you to make statements about exclusions and corporate requirements. These will be assessed on a pass/fail basis. Receipt of a 'Fail' may result in your tender being excluded at our complete discretion. To inform our decision we will consider any self-cleansing or mitigation you have presented, and may seek further clarification from you. Your tender will be assessed using the assessment criteria below. We may use information from any part of your tender when assessing any criterion.

8.3

Criteria • <i>Sub-criteria</i>	% weighting	Maximum possible score
Your understanding of the project, what we are trying to achieve and why	10%	70
Your project team that would manage and deliver the work	25%	175
• <i>Their relevant experience and expertise</i>	15%	105
• <i>Effective team structure and allocation of roles and responsibilities</i>	10%	70
Approach and methodology (including allocation of time and resources) that will most effectively deliver the objectives, requirements and value to the OEP.	40%	280
• Review of legal provisions and associated measures, and duties and responsibilities for monitoring and reporting of waste management and illegal waste disposal in Northern Ireland (objective A, B)	6%	42
• Literature reviews on the impact of waste management and illegal disposal on the natural environment and public health (objective C)	6%	42
• Assessment of sources, pathways and receptors of waste in Northern Ireland (objective D)	6%	42

Criteria • <i>Sub-criteria</i>	% weighting	Maximum possible score
• Assessment of transboundary waste management and illegal disposal (objective E)	6%	42
• Evaluation of best practice approaches to waste management and illegal disposal monitoring and reporting (objective F)	6%	42
• The outputs you would deliver	5%	35
• <i>Project and team management that ensures delivery on time, on budget and to a high quality, with risks managed effectively</i>	5%	35
Working methods that minimise and manage environmental impacts in the project effectively	5%	35
Price	20%	140
	100%	700

8.4 Price will each be assessed relative to the lowest compliant tender using the formula:

Lowest compliant tender price / tender price x maximum score available.

All other criteria will be assessed by being marked in the range 0 – 7, with 0 being non-compliant and 7 being Excellent.

8.5 Scoring guide for assessment criteria

7: Excellent	The response demonstrates a complete understanding of the work requirements and meets them in full
6: Very good	The response is relevant and very good. It is well detailed, demonstrates a very good understanding of the work and provides robust details on how the requirements will be fulfilled.
5: Good	The response demonstrates a good understanding of the work and aligns well with the requirements and there are no concerns.
4: Acceptable	The response demonstrates an acceptable understanding of the work and aligns sufficiently with the requirements and although it may raise some queries, there are no notable concerns
3: Poor	The response is partially relevant but generally poor. It addresses some elements of the work requirements but contains insufficient detail or explanation to demonstrate how the requirements will be fulfilled. Tender may be rejected

2: Very poor	The response demonstrates very limited understanding of the work and/or has a very poor alignment with the requirements and/or raises strong concerns. Tender may be rejected
1: Unacceptable	The response fails to demonstrate any real understanding of the work and/or does not align with the requirements and/or raises very strong concerns. Tender may be rejected
0: Non-compliant	The response provides insufficient information such that it is not possible to make an assessment of the suppliers' understanding of the work or demonstration of meeting the requirements. Tender may be rejected

- 8.6 During assessment of tenders we may request further information or evidence from the tenderers, or from other sources, to support statements made or to conduct sufficient due diligence.