



Crown  
Commercial  
Service

# Invitation to Tender

## Attachment 2c – Award Questionnaire

Including response guidance, Evaluation and Marking Scheme

**RM6267** Construction Works and Associated  
Services 2 / ProCure23

## INTRODUCTION

- 1.1 This document provides an overview of the methodology which will be adopted by the Authority to evaluate your response to each question set out within the award questionnaire. It also sets out the marking scheme which will apply. For the avoidance of doubt, references to “you” in this document shall be references to the bidder.
- 1.2 The defined terms used in the Definitions in the Framework Alliance Contract shall apply to this document.

## 2 OVERVIEW

- 2.1 The award questionnaire is broken down into the following sections:

SECTION A – MANDATORY QUESTIONS

SECTION B – LOT SPECIFIC QUESTIONS (LOTS 1, 2 AND 3)

SECTION C – LOT SPECIFIC QUESTIONS (LOTS 4 AND 5)

SECTION D – COMMERCIAL PRICING

- 2.2 If you fail to provide a response to any applicable question of the award questionnaire, your Tender may be deemed to be non-compliant. If a Tender is deemed to be non-compliant, the Tender will be rejected and excluded from further participation in this Procurement.
- 2.3 Please ensure you fully read the question AND response guidance AND marking scheme before forming your response.
- 2.4 Please refer to Paragraph 12 Final Decision to Award in Attachment 2 How to Bid for a worked example of how your overall score for quality and price will be calculated for each Lot.

A summary of all the questions contained within the award questionnaire, along with the marking scheme and maximum score available for each question is set out below:

Section		Question Type	Marking Scheme	Question Weighting
<b>SECTION A – MANDATORY QUESTIONS</b>				
AQA1	Compliance with Specification (including Annexes) - Scope of Works and Services	Text Box	Pass / Fail	N/A
AQA2	Social Value	Text Box	100/50/0	15%

Section		Question Type	Marking Scheme	Question Weighting
<b>SECTION B – LOT SPECIFIC QUESTIONS</b>				
AQB1	Collaboration and Engagement <b><u>If you are bidding for Lots 1, 2 or 3 you have to answer this question.</u></b>	Text Box	100/66/33/0	20%
AQB2	Quality and Supply Chain Management <b><u>If you are bidding for Lots 1, 2 or 3 you have to answer this question.</u></b>	Text Box	100/50/0	25%
AQB3	Design: Innovation, Digitisation, Standardisation and Modern Methods of Construction <b><u>If you are bidding for Lots 1, 2 or 3 you have to answer this question.</u></b>	Text Box	100/50/0	20%
AQB4	Net Zero Carbon and Sustainability <b><u>If you are bidding for Lots 1, 2 or 3 you have to answer this question.</u></b>	Text Box	100/50/0	20%
AQC1	National Coverage <b><u>If you are bidding for Lots 4 and 5 you have to answer this question.</u></b>	Text Box	100/50/0	15%
AQC2	Collaboration and Alliancing Approach <b><u>If you are bidding for Lots 4 and 5 you have to answer this question.</u></b>	Text Box	100/66/33/0	25%

AQC3	Contract Management <b><u>If you are bidding for Lots 4 and 5 you have to answer this question.</u></b>	Text Box	100/66/33/0	25%
AQC4	Quality and Supply Chain Management <b><u>If you are bidding for Lots 4 and 5 you have to answer this question.</u></b>	Text Box	100/50/0	20%

**Questions applicable to Lots:**

Question	Lot 1	Lot 2	Lot 3	Lot 4	Lot 5
AQA1 – Compliance with Specification (including Annexes) - Scope of Works and Services	X	X	X	X	X
AQA2 – Social Value	X	X	X	X	X
AQB1 – Collaboration and Engagement	X	X	X		
AQB2 – Quality and Supply Chain Management	X	X	X		
AQB3 – Design: Innovation, Digitalisation, Standardisation and Modern Methods of Construction	X	X	X		
AQB4 – Net Zero Carbon and Sustainability	X	X	X		
AQC1 – National Coverage				X	X
AQC2 – Collaboration and Alliancing Approach				X	X
AQC3 – Contract Management				X	X
AQC4 – Quality and Supply Chain Management				X	X

## SECTION A – MANDATORY QUESTIONS

### **AQA1 Compliance with Specification (Including Annexes) - Scope of Works and Services - All Lots**

If you are awarded a Framework Alliance Contract, will you unreservedly deliver in full the scope of the works and services, as set out in the Specification (including Annexes) for the Lot(s) you are bidding for?

#### **AQA1 Response Guidance**

Please answer 'Yes' or 'No'

Yes - You will unreservedly deliver in full all the mandatory service requirements as set out in Schedule 17 - Framework Brief - Appendix 1 - Specification.

No - You will not, or cannot, deliver in full all the mandatory service requirements as set out in Schedule 17 - Framework Brief - Appendix 1 - Specification.

This is a Pass/Fail question.

If you cannot or are unwilling to select 'Yes' to this question, you will be disqualified from further participation in this competition.

You are required to select either option YES or NO from the drop-down list.

Providing a 'Yes' response means you will unreservedly deliver in full all the mandatory service requirements as set out in Schedule 17 - Framework Brief - Appendix 1 - Specification.

If you select 'No' (or do not answer the question) to indicate that you will not, or cannot, deliver in full all the mandatory service requirements as set out in Schedule 17 - Framework Brief - Appendix 1 - Specification you will be excluded from further participation in this competition.

<b>AQA1 Marking Scheme</b>	<b>Evaluation Guidance</b>
<b>Pass</b>	You have selected option 'Yes' confirming that you will unreservedly deliver in full all the mandatory service requirements as set out in Schedule 17 - Framework Brief - Appendix 1 - Specification..
<b>Fail</b>	<p>You have selected 'No' confirming that you will not, or cannot, deliver in full all the mandatory service requirements as set out in Schedule 17 - Framework Brief - Appendix 1 - Specification.</p> <p><b>OR</b></p> <p>You have not selected either 'Yes' or 'No'</p>

**AQA2 Social Value - All Lots**

We require that you demonstrate a credible strategy to maximise the benefits of social value.

**AQA2 Response Guidance**

Please demonstrate how you will meet these requirements by addressing component a) to b) as detailed in the response guidance below:

- a) Demonstrate in detail the action you will undertake to ensure you and your Supply Chain’s commitment to social value objectives on: local employment opportunities; diversity; skills shortages; generating apprenticeship and training opportunities.
  
- b) Demonstrate in detail the action you and your Supply Chain will undertake to identify and manage the risks of human rights violations (such as Modern Slavery) in the delivery of any works under this Framework Alliance Contract.

Your response should be limited to, and focused on, each of the component parts of the question posed a) to b). Bidders must refrain from including generalised statements, information not relevant to the topic and information related to marketing of your organisation.

Maximum character count for the response – 4000 characters including spaces and punctuation (within the eSourcing tool please submit your response in the two 2000 - character text boxes available for this question). Please note this character count cannot be exceeded within the eSourcing tool. Responses must include spaces between words.

You may include sections from existing internal documentation and policies as part of your answer but no attachments are permitted; any additional documents submitted will not be taken into consideration for the purpose of evaluation.

Whilst there will be no marks given to layout, spelling, punctuation and grammar, it will assist evaluators if attention is paid to these areas and you address each of the component parts in this response guidance in the order they are listed above and highlight which part (a to b) you are responding to.

**Please note that if you do not meet the requirements for component part b you will be deemed to have failed the procurement as a whole and we will reject your bid and you will be excluded from the competition.**

<b>AQA2 Marking Scheme</b>	<b>Evaluation Guidance</b>
<b>100</b>	The bidder’s response fully addresses both of the component parts (a to b) of the response guidance above.

<b>50</b>	The bidder's response fully addresses component part b of the response guidance above and has not fully addressed component part a.
<b>Fail (0)</b>	<p>The bidder's response has not fully addressed either of the 2 component parts (a to b) of the response guidance above.</p> <p><b>OR</b></p> <p>A response has not been provided to this question.</p> <p><b>OR</b></p> <p>You have not met the requirements for component part b.</p> <p><b><u>If any of the above applies to your bid you will be deemed to have failed the procurement as a whole and you will be excluded from the competition.</u></b></p>

## SECTION B – LOT SPECIFIC QUESTIONS – LOTS 1, 2 AND 3

### **AQB1 Collaboration and Engagement – Lots 1 to 3**

You are required to clearly demonstrate how your organisation has the appropriate expertise, knowledge, skills, systems, processes and technology to effectively deliver healthcare projects through all stages of the project life cycle and to do so in a spirit of collaboration and engagement.

#### **AQB1 Response Guidance**

Please demonstrate how you will meet these requirements by addressing component parts a) to c) as detailed in the response guidance below:

- a) Demonstrate in detail how, on receipt of a Project Letter of Instruction (Schedule 5A of the Framework Alliance Contract) or as part of Stage Proposal (Schedule 5A (A, B, C & E) of the Framework Alliance Contract), you will consult and collaborate with the Project Manager to establish the resources, scope, programme and the risk register required for the project.
- b) Demonstrate in detail how you will engage with the Additional Client team, for example, with its estates team, facilities management providers, consultants and other contractors, to ensure that the healthcare environment is considered at all stages of the project.
- c) Demonstrate how the knowledge, experience and data gained from this and previous healthcare projects will be utilised to identify opportunities for continuous improvement.

Your response should be limited to, and focused on, each of the component parts of the question posed a) to c). Bidders must refrain from including generalised statements,

information not relevant to the topic and information related to marketing of your organisation.

Maximum character count for the response – 6000 characters including spaces and punctuation (within the eSourcing tool please submit your response in the three 2000-character text boxes available for this question). Please note this character count cannot be exceeded within the eSourcing tool. Responses must include spaces between words.

You may include sections from existing internal documentation and policies as part of your answer but no attachments are permitted; any additional documents submitted will not be taken into consideration for the purpose of evaluation.

Whilst there will be no marks given to layout, spelling, punctuation and grammar, it will assist evaluators if attention is paid to these areas and you address each of the component parts in this response guidance in the order they are listed above and highlight which part (a to c) you are responding to.

<b>AQB1 Marking Scheme</b>	<b>Evaluation Guidance</b>
<b>100</b>	The bidder's response fully addresses all 3 of the component parts (a to c) of the response guidance above.
<b>66</b>	The bidder's response fully addresses 2 of the 3 component parts (a to c) of the response guidance above.
<b>33</b>	The bidder's response fully addresses 1 of the 3 component parts (a to c) of the response guidance above.
<b>0</b>	<p>The bidder's response has not fully addressed any of the 3 component parts (a to c) of the response guidance above.  <b>OR</b>            A response has not been provided to this question.</p> <p><u>Please note that if you are awarded a score of zero for this question you will be excluded from the competition for Lots 1, 2 and 3.</u></p>



**AQB2 Quality and Supply Chain Management Applicable to Healthcare Environments – Lots 1 to 3**

You are required to clearly demonstrate how your organisation ensures that a high standard of quality management is embedded in all stages of the project lifecycle and in the supply chain, to minimise disruption to healthcare environments following completion.

**AQB2 Response Guidance**

Please demonstrate how you will meet this requirement by addressing component parts a) to c) in the response guidance below:

- a) Demonstrate in detail the process you will use to create a quality policy statement and a quality plan that is appropriate for works being undertaken by an Additional Client in a heavily regulated and in-occupation environment.
  
- b) Demonstrate in detail how you will manage supply chain quality, including designers, suppliers, and Subcontractors, to ensure that the works are “right first time,”
  
- c) Demonstrate in detail how you will proactively manage and correct any defects identified to minimise disruption in a healthcare environment.

Your response should be limited to, and focused on, each of the component parts of the question posed a) to c). Bidders must refrain from including generalised statements, information not relevant to the topic and information related to marketing of your organisation.

Maximum character count for the response – 6000 characters including spaces and punctuation (within the eSourcing tool please submit your response in the three 2000 - character text boxes available for this question). Please note this character count cannot be exceeded within the eSourcing tool. Responses must include spaces between words.

You may include sections from existing internal documentation and policies as part of your answer but no attachments are permitted; any additional documents submitted will not be taken into consideration for the purpose of evaluation.

Whilst there will be no marks given to layout, spelling, punctuation and grammar, it will assist evaluators if attention is paid to these areas and you address each of the component parts in this response guidance in the order they are listed above and highlight which part (a to c) you are responding to.

<b>AQB2 Marking Scheme</b>	<b>Evaluation Guidance</b>
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<b>100</b>	The bidder's response fully addresses 3 of the 3 component parts (a to c) of the response guidance above.
<b>66</b>	The bidder's response fully addresses 2 of the 3 component parts (a to c) of the response guidance above.
<b>33</b>	The bidder's response fully addresses 1 of the 3 component parts (a to c) of the response guidance above.
<b>0</b>	<p>The bidder's response has not fully addressed any of the 3 component parts (a to c) of the response guidance above.</p> <p><b>OR</b></p> <p>A response has not been provided to this question.</p> <p><u>Please note that if you are awarded a score of zero for this question you will be excluded from the competition for Lots 1, 2 and 3.</u></p>

**AQB3 Design: Innovation, Digitalisation, Standardisation and Modern Methods of Construction – Lots 1 to 3**

You are required to clearly demonstrate how you will ensure that the design and construction of healthcare facilities supports the NHS’s objectives of deploying digital infrastructure, increasing facilities standardisation, and adopting Modern Methods of Construction (MMC), as may be required by Additional Client specifications.

**AQB3 Response Guidance**

Please demonstrate in your answers to component parts a) to b) of the response guidance below; by explaining what you will do to meet this requirement by detailing how you will manage your design process to ensure that opportunities for innovation, digitalisation, standardisation and MMC are maximised:

- a) Demonstrate in detail your approach to capturing opportunities from manufacturers, suppliers and subcontractors to maximise innovation, digitalisation, standardisation and MMC, prior to designs or proposals being submitted to the Project Manager for acceptance.
  
- b) Demonstrate in detail how design opportunities and risks will be captured to ensure that Additional Clients can make informed design decisions at each Project Stage.

Your response should be limited to, and focused on, each of the component parts of the question posed a) to b). Bidders must refrain from including generalised statements, information not relevant to the topic and information related to marketing of your organisation.

Maximum character count for the response – 4000 characters including spaces and punctuation (within the eSourcing Tool please submit your response in the two 2000 - character text boxes available for this question). Please note this character count cannot be exceeded within the eSourcing Tool. Responses must include spaces between words.

You may include sections from existing internal documentation and policies as part of your answer but no attachments are permitted; any additional documents submitted will not be taken into consideration for the purpose of evaluation.

Whilst there will be no marks given to layout, spelling, punctuation and grammar, it will assist evaluators if attention is paid to these areas and you address each of the component parts in this response guidance in the order they are listed above and highlight which part (a to b) you are responding to.

<b>AQB3 Marking Scheme</b>	<b>Evaluation Guidance</b>
<b>100</b>	The bidder’s response fully addresses both of the component parts (a to b) of the response guidance above.

<b>50</b>	The bidder's response fully addresses 1 of the 2 component parts (a to b) of the response guidance above.
<b>0</b>	<p>The bidder's response has not fully addressed either of the 2 component parts (a to b) of the response guidance above.</p> <p><b>OR</b></p> <p>A response has not been provided to this question.</p> <p><u>Please note that if you are awarded a score of zero for this question you will be excluded from the competition for Lots 1, 2 and 3.</u></p>

**AQB4 Net Zero Carbon & Sustainability – Lots 1 to 3**

*How will you ensure that the design and construction of healthcare works supports the NHS's net zero carbon and sustainability objectives, as may be required by Additional Client specifications in accordance with Schedule 17 - Framework Brief - Appendix 1 Specification, Annex E Section 8 : Net Zero Carbon and Sustainability.*

**AQB4 Response Guidance**

You are required to clearly demonstrate how you will ensure that the design and construction of healthcare works supports the NHS's net zero carbon and sustainability objectives, as may be required by Additional Client specifications by fully addressing component parts a) to b) of the response guidance below.

- a) Demonstrate in detail how you will identify opportunities to meet net zero carbon and sustainability requirements, in terms of the:
  - i) design,
  - ii) supply chain,
  - iii) construction and
  - iv) operation of the works.
  
- b) Demonstrate in detail how design opportunities and risks will be captured to ensure that, in relation to net zero carbon & sustainability, Additional Clients can make informed design decisions at each Project Stage.

Your response should be limited to, and focused on, each of the component parts of the question posed a) to b). Bidders must refrain from including generalised statements, information not relevant to the topic and information related to marketing of your organisation.

Maximum character count for the response – 4000 characters including spaces and punctuation (within the eSourcing Tool please submit your response in the two 2000 - character text boxes available for this question). Please note this character count cannot be exceeded within the eSourcing Tool. Responses must include spaces between words.

You may include sections from existing internal documentation and policies as part of your answer but no attachments are permitted; any additional documents submitted will not be taken into consideration for the purpose of evaluation.

Whilst there will be no marks given to layout, spelling, punctuation and grammar, it will assist evaluators if attention is paid to these areas and you address each of the component parts in this response guidance in the order they are listed above and highlight which part (a to b) you are responding to.

<b>AQB4 Marking Scheme</b>	<b>Evaluation Guidance</b>
<b>100</b>	The bidder's response fully addresses both of the component parts (a to b) of the response guidance above.
<b>50</b>	The bidder's response fully addresses 1 of the 2 component parts (a to b) of the response guidance above.
<b>0</b>	<p>The bidder's response has not fully addressed either of the 2 component parts (a to b) of the response guidance above.</p> <p><b>OR</b></p> <p>A response has not been provided to this question.</p> <p><u>Please note that if you are awarded a score of zero for this question you will be excluded from the competition for Lots 1, 2 and 3.</u></p>

**SECTION C – LOT SPECIFIC QUESTIONS - LOTS 4 AND 5**

**AQC1 National Coverage – Lots 4 and 5**

Lots 4 and 5 of the Framework will require that you effectively deliver projects in accordance with Section 2 of Schedule 17 - Framework Brief - Appendix 1 Specification (Works and Services Specification Requirements) across all UK Regions (for clarity NUTS codes UK C - N):

**AQC1 Response Guidance**

To satisfy the requirement and the associated question, your response must:

- a) Demonstrate in detail how you will provide the required scope of works and services across all UK regions. Please ensure that your response includes how your infrastructure (external or internal) will achieve this.
  
- b) Demonstrate in detail how you will ensure that your Supply Chain will be able to support you in providing the required scope of works and services across all UK regions. Please ensure that your response includes how your Supply Chain is capable of delivering the services required to cover all UK Regions.

Your response should be limited to, and focused on, each of the component parts of the question posed a) to b). Bidders must refrain from including generalised statements, information not relevant to the topic and information related to marketing of your organisation.

Maximum character count for the response – 4000 characters including spaces and punctuation (within the eSourcing Tool please submit your response in the two 2000 - character text boxes available for this question). Please note this character count cannot be exceeded within the eSourcing Tool. Responses must include spaces between words.

You may include sections from existing internal documentation and policies as part of your answer but no attachments are permitted; any additional documents submitted will not be taken into consideration for the purpose of evaluation.

Whilst there will be no marks given to layout, spelling, punctuation and grammar, it will assist evaluators if attention is paid to these areas and you address each of the component parts in this response guidance in the order they are listed above and highlight which part (a to b) you are responding to.

<b>AQC1 Marking Scheme</b>	<b>Evaluation Guidance</b>
<b>100</b>	The bidder’s response fully addresses both of the component parts (a to b) of the response guidance above.

<b>50</b>	The bidder's response fully addresses 1 of the 2 component parts (a to b) of the response guidance above.
<b>0</b>	<p>The bidder's response has not fully addressed any of the 2 component parts (a to b) of the response guidance above.</p> <p><b>OR</b></p> <p>A response has not been provided to this question.</p> <p><u>Please note that if you are awarded a score of zero for this question you will be excluded from the competition for Lots 4 and 5.</u></p>

**AQC2 Collaboration and Alliancing Approach– Lots 4 and 5**

You are expected to have the appropriate expertise, knowledge, skills, systems, processes and technology to effectively deliver projects through all phases of the project life cycle and to do this in a spirit of collaboration, in accordance with clause 6 (Alliance Activities) of the Framework Alliance Contract.

**AQC2 Response Guidance**

To satisfy the requirement and the associated question, your response must:

- a) Demonstrate in detail how you will undertake early supplier involvement/engagement and the main benefits this provides in the delivery of projects or programmes of work for both you and your Additional Clients.
- b) Demonstrate in detail how you will add value for the Additional Clients prior to the commencement of a Call Off Contract and the project life cycle.
- c) Demonstrate in detail how you will work with the ~~Framework~~-Alliance Manager, Additional Clients and other Supplier Alliance Members to implement continuous improvement. You must include both how you improve your own delivery performance and contribute to how the Alliance as a whole will perform.

Your response should be limited to, and focused on, each of the component parts of the question posed a) to c). Bidders must refrain from including generalised statements, information not relevant to the topic and information related to marketing of your organisation.

Maximum character count for the response – 6000 characters including spaces and punctuation (within the eSourcing Tool please submit your response in the three 2000-character text boxes available for this question). Please note this character count cannot be exceeded within the eSourcing Tool. Responses must include spaces between words.

You may include sections from existing internal documentation and policies as part of your answer but no attachments are permitted; any additional documents submitted will not be taken into consideration for the purpose of evaluation.

Whilst there will be no marks given to layout, spelling, punctuation and grammar, it will assist evaluators if attention is paid to these areas and you address each of the component parts in this response guidance in the order they are listed above and highlight which part (a to c) you are responding to.

<b>AQC2 Marking Scheme</b>	<b>Evaluation Guidance</b>
<b>100</b>	The bidder's response fully addresses all 3 of the component parts (a to c) of the response guidance above.
<b>66</b>	The bidder's response fully addresses 2 of the 3 component parts (a to c) of the response guidance above.
<b>33</b>	The bidder's response fully addresses 1 of the 3 component parts (a to c) of the response guidance above.
<b>0</b>	<p>The bidder's response has not fully addressed any of the 3 component parts (a to c) of the response guidance above.  <b>OR</b>  A response has not been provided to this question.</p> <p><u>Please note that if you are awarded a score of zero for this question you will be excluded from the competition for Lots 4 and 5.</u></p>



### **AQC3 Contract Management – Lots 4 and 5**

You are required to manage contracts in accordance with the chosen Project Contract terms and conditions, as detailed in Schedule 5, Part 1 of the Framework Alliance Contract and in a spirit of collaboration in accordance with clause 6 (Alliance Activities).

### **AQC3 Response Guidance**

Please demonstrate how you will meet these requirements by addressing component parts a) - c) as detailed in the response guidance below.

To satisfy the requirement and the associated question, your response must address:

- a) Demonstrate in detail how you will collaboratively manage change that could impact the successful delivery of the programme.
- b) Demonstrate in detail how you will collaboratively manage the contract programme.
- c) Demonstrate how you will collaboratively manage costs - specifically the assurance and validation of actual cost in open book cost models.

Your response should be limited to, and focused on, each of the component parts of the question posed a) to c). Bidders must refrain from including generalised statements, information not relevant to the topic and information related to marketing of your organisation.

Maximum character count for the response – 6000 characters including spaces and punctuation (within the eSourcing Tool please submit your response in the three 2000-character text boxes available for this question). Please note this character count cannot be exceeded within the eSourcing Tool. Responses must include spaces between words.

You may include sections from existing internal documentation and policies as part of your answer but no attachments are permitted; any additional documents submitted will not be taken into consideration for the purpose of evaluation.

Whilst there will be no marks given to layout, spelling, punctuation and grammar, it will assist evaluators if attention is paid to these areas and you address each of the component parts in this response guidance in the order they are listed above and highlight which part (a to c) you are responding to.

<b>AQC3 Marking Scheme</b>	<b>Evaluation Guidance</b>
<b>100</b>	The bidder's response fully addresses all 3 of the component parts (a to c) of the response guidance above.
<b>66</b>	The bidder's response fully addresses 2 of the 3 component parts (a to c) of the response guidance above.

<b>33</b>	The bidder's response fully addresses 1 of the 3 component parts (a to c) of the response guidance above.
<b>0</b>	<p>The bidder's response has not fully addressed any of the 3 component parts (a to c) of the response guidance above.</p> <p><b>OR</b></p> <p>A response has not been provided to this question.</p> <p><u>Please note that if you are awarded a score of zero for this question you will be excluded from the competition for Lots 4 and 5.</u></p>

**AQC4 Quality and Supply Chain Management – Lots 4 and 5**

You are expected to embed collaborative and proactive working practices which will assist you in delivering Works and Services in accordance with the Additional Client's specification, with the objective of achieving a "right first time" and "zero defects at completion" culture.

**AQC4 Response Guidance**

Please demonstrate how you will meet these requirements by addressing component parts a) - b) as detailed in the response guidance below.

To satisfy the requirement and the associated question, your response must:

- a) Demonstrate in detail the processes you will embed to manage identification and rectification of defects, with the objective of achieving "right first time" and "zero defects at completion?"
- b) Demonstrate in detail the processes you apply and how these will be collaboratively embedded to manage directly employed resources and your Supply Chain. You should ensure the management of capability and compliance in delivering the Additional Client's specification is included in your response.

Your response should be limited to, and focused on, each of the component parts of the question posed a) to b). Bidders must refrain from including generalised statements, information not relevant to the topic and information related to marketing of your organisation.

Maximum character count for the response – 4000 characters including spaces and punctuation (within the eSourcing Tool please submit your response in the two 2000 - character text boxes available for this question). Please note this character count cannot be exceeded within the eSourcing Tool. Responses must include spaces between words.

You may include sections from existing internal documentation and policies as part of your answer but no attachments are permitted; any additional documents submitted will not be taken into consideration for the purpose of evaluation.

Whilst there will be no marks given to layout, spelling, punctuation and grammar, it will assist evaluators if attention is paid to these areas and you address each of the component parts in this response guidance in the order they are listed above and highlight which part (a to b) you are responding to.

<b>AQC4 Marking Scheme</b>	<b>Evaluation Guidance</b>
<b>100</b>	The bidder's response fully addresses both of the component parts (a to b) of the response guidance above.
<b>50</b>	The bidder's response fully addresses 1 of the 2 component parts (a to b) of the response guidance above.
<b>0</b>	<p>The bidder's response has not fully addressed any of the 2 component parts (a to b) of the response guidance above.</p> <p><b>OR</b></p> <p>A response has not been provided to this question.</p> <p><u>Please note that if you are awarded a score of zero for this question you will be excluded from the competition for Lots 4 and 5.</u></p>

## SECTION D – COMMERCIAL PRICING

The pricing methodology is described in detail in Attachment 3f – Price Model and Price Evaluation Guidance. Bidders must comply with all constraints described within Attachment 3f.

A separate price model workbook is provided for each Lot. Each price model workbook contains ten worksheets, which are described in the table below.

Tab	Worksheet Title	Description
1	Title Page	The title page indicates the Lot included in the workbook.
2	ID (& Sub-Lot Selection)*	Bidders shall insert their company name here.
3	Overhead Profit and Fee Additions	Bidders shall provide the Maximum percentage additions to be applied to stated Project Contract scenarios for each of the Lots selected.
4	Not used	Not used
5	Not used	Not used
6	Not used	Not used
7	Rate Card – Staff & Management	Bidders shall provide all-in hourly rates for each of the listed disciplines (for each of the Sub-Lots selected).*
8	Rate Card – Design	Bidders shall provide all-in hourly rates for each of the listed disciplines. <b>Not used for Lots 1,2 and 3</b>
9	Rate Card – Site Labour	Bidders shall provide all-in hourly rates for each of the listed disciplines. <b>Not used for Lots 1,2 and 3</b>
10	Evaluation Data	Bidders do not complete anything on this sheet. It is provided for information only to show the data to be taken forward for evaluation.

\*Please Note, applicable to Lot 1 only.

Bidders who are submitting a tender for more than one Lot **must** complete the separate relevant price model workbook for each Lot for which they are submitting a tender.

For Lot 1, bidders must complete the price model workbook for each regional sub-lot for which they are bidding.

If a fully completed price model workbook is not submitted by the bidder for each Lot for which the bidder has submitted a tender, this may be deemed to be a non-compliant bid for the Lot in question. This may result in the bidder being excluded from further participation in this procurement for that Lot.

Bidders must upload the fully completed price model workbook(s) applicable to each Lot for which they are submitting a tender into questions PQ1 – PQ5 (as applicable) within the commercial envelope in the eSourcing tool.

In completing the required cells in the price model workbook(s) please ensure that you do not enter a 0.00 for any price cells. If you do this, your bid may be deemed non-compliant and your bid for that Lot may be excluded from further participation in this procurement.

The Price Evaluation Process is described in detail in paragraph 11 of Attachment 3f - Price Model and Price Evaluation Guidance.