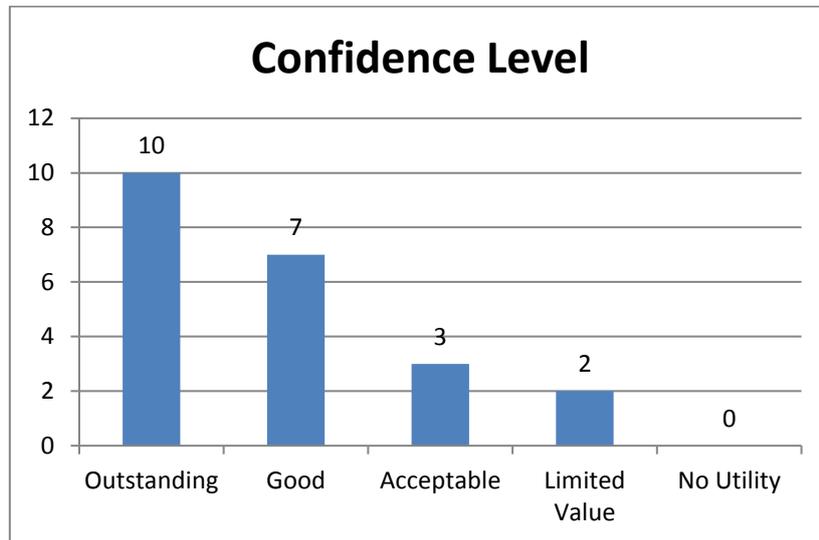


EXTERNAL SAFETY ADVISOR (ESA) – TECHNICAL MARKING SCHEME

1 TENDER ASSESSMENT GUIDANCE

For each assessment item the response will be marked on a confidence basis according to the level of detail and applicability. Scores will be allocated in accordance with the figure below.



Assessment Guide

The minimum score for a Tender to be considered Technically Compliant is '3-Acceptable Confidence' for each of the Tender Assessment Criteria evaluated.

Each of the Tender Assessment Criteria have been weighted to reflect the importance of the particular criteria, as set out in the table below.

Criteria No.	Weighting	Pass Mark ¹	Max Score
1	25	75	250
2	10	30	100
3	20	60	200
4	30	90	300
5	15	45	150
Total	100	300	1000

¹ Minimum Confidence Level multiplied by the Weighting.

2 TENDER ASSESSMENT CRITERIA

The following table identifies the criteria for each confidence level, for each item for technical evaluation.

No	Description	No Confidence/No Response (0)	Low Confidence (2)	Acceptable Confidence (3)	Good Confidence (7)	High Confidence (10)	Score	Comments
1	<p>The tenderer shall submit an outline a plan that demonstrates how the company will undertake the tasks within the SACC DT Safety SoW. The plan shall include as a minimum:</p> <p>(a) a description of the strategy and methodology for conducting the tasks & the production of the deliverables.</p>	No plan presented.	The presented plan adds no more detail than that already contained within the SoW.	<p>The presented plan demonstrates the tenderer understands the purpose of an ESA and identifies:</p> <p>(a) what work will be required; (b) how and by whom the work and production of deliverables will be conducted; and (c) the criteria against which the deliverables will be produced; i.e. a description of the legislation, regulation, standards, policy, processes and procedures against which safety support will be conducted.</p>	<p>The presented plan clearly identifies the organisation, arrangements and activities to be completed. It presents a well-structured and detailed plan based on recognised safety principles, procedures and techniques (e.g. those embodied in both the DE&S ASEMS and the SACC DT ASEMS) covering:</p> <p>(a) the purpose, scope and objectives of the role; (b) how and by whom the activities and production of deliverables will be conducted; and (c) the criteria against which the deliverables will be produced; i.e. a description of the legislation, regulation, standards, policy, processes and procedures against which safety support will be conducted.</p>	<p>The presented plan clearly identifies the organisation, arrangements and activities to be completed. It presents a well-structured and detailed plan based on recognised information safety principles, procedures and techniques (e.g. those embodied in both the DE&S ASEMS and the SACC DT ASEMS) covering:</p> <p>(a) the purpose, scope and objectives of the role; (b) how and by whom the reviews and production of deliverables will be conducted; and (c) the criteria against which the deliverables will be produced; i.e. a description of the legislation, regulation, standards, policy, processes and procedures against which safety support will be conducted.</p> <p>The presented plan will also demonstrate a full understanding of the regulatory environment for similar military systems.</p>		

No	Description	No Confidence/No Response (0)	Low Confidence (2)	Acceptable Confidence (3)	Good Confidence (7)	High Confidence (10)	Score	Comments
2	The tenderer shall submit an outline Safety Schedule in Primavera P6 and PDF formats, which identifies activities, timescales, milestones, interdependencies and resources for conduct and delivery against the tasks within the SACC DT External Safety Advisor (ESA) SoW. ²	No schedule presented.	Presented schedule is not well formed (poor structure), or not well founded (poor content) or has not been manpower resourced.	Presented schedule is well formed (structure), well founded (content), with clear dependencies between activities and manpower resourced with proposed review team members.	Presented schedule has been derived from Work and Product Breakdown Structures with clear dependencies between activities and is fully manpower resourced with proposed review team members and MOD stakeholders.	Presented schedule is derived from Work and Product Breakdown Structures with clear dependencies between activities, is fully manpower resourced with proposed review team and MOD stakeholders. The schedule is supported with three point estimates (e.g. delivery dates at 10%, 50%, and 90% confidence) arising from uncertainty and risk.		
3	The tenderer shall provide details of the organisation, the key personnel in the company, the personnel who will be involved in providing the requisite ESA support, the peer reviewers and the company's succession planning to ensure an enduring quality of ESA support throughout the contract life. The tenderer will provide evidence of their Configuration Management and Changes Control processes, encompassing any sub-contractors.	No organisation chart provided. No details on Configuration Management and Changes Control processes.	Organisational chart provided. No details on Configuration Management and Changes Control processes.	Organisational chart provided with identification of key personnel. Outline of succession planning approach. Outline details of any sub-contractors, in line with the above. Outline of Configuration Management and Changes Control processes.	Organisational chart provided with identification of key personnel. Outline of succession planning approach and justification of how proposed approach would be effective. Outline details of any sub-contractors, in line with the above. Evidence of Documentation of Configuration Management and Changes Control processes – e.g. process documentation and/or templates.	Organisational chart provided with identification of CEng, key personnel. Outline of succession planning approach and strong justification of how proposed approach would be effective. Provision of relevant information requested in this Item for any sub-contractors. Full details of any sub-contractors, in line with the above. Evidence of Documentation of Configuration Management and Changes Control processes, including any sub-contractors – e.g. process documentation and/or templates.		

² The exact timing of each task Work Package within the SoW is difficult to set, each Project has its own Schedule that has a number of interdependencies and uncertainties that are prone to change, for example stakeholder availability for the SWGs. For this reason, it should be assumed that the Work Packages are evenly distributed 50% in Year 1 and 50% in Year 2, though these indicative start dates are subject to change.

No	Description	No Confidence/No Response (0)	Low Confidence (2)	Acceptable Confidence (3)	Good Confidence (7)	High Confidence (10)	Score	Comments
4	<p>The tenderer shall demonstrate how they intend to resource their proposal and provide evidence to show that the individuals involved shall be suitably qualified to provide support against the SACC DT ESA SoW 'Essential General & Essential Contextual'.</p> <p>The tenderer shall identify a Lead Advisor who shall be the SACC DT Safety Manager's primary point of contact within the Company.</p> <p>Where the tenderer is offering additional individuals to act as specialists in support of the Lead Advisor, the tenderer shall also identify these individuals.</p> <p>Provide evidence of levels of Security Clearance (SC) of each advisor team members.</p>	<p>No CVs presented.</p> <p>No SC details provided.</p>	<p>CV presented for Lead Advisor only.</p> <p>SC details are out of date/SCs require sponsorship.</p>	<p>CVs presented for Lead Advisor but not the full proposed advisor team. CVs provide good confidence that the individuals proposed have the required competence to review and produce documentation against relevant legislation and procedures. There is evidence of Senior Certified Professional (CCP).</p> <p>SC details are out of date/SCs require sponsorship.</p>	<p>CVs presented for all proposed advisor team members. CVs provide good confidence that the individuals proposed have the required competence to review and produce documentation against relevant legislation and procedure. There is evidence of Senior Certified Professional (CCP).</p> <p>There is also demonstration that the individuals have a good understanding of the regulatory environment for similar military systems equating to 5 to 10 years' experience.</p> <p>SCs are in date with evidence provided.</p>	<p>CVs presented for all proposed advisor team members. CVs provide good confidence that the individuals proposed have the required competence to review and produce documentation against relevant legislation and procedure. There is evidence of Senior Certified Professional (CCP).</p> <p>There is also demonstration that the individuals have an excellent understanding of the regulatory environment for similar military systems equating to 10+ years' experience with references.</p> <p>SCs are in date with evidence provided.</p>		
5	<p>The tenderer shall identify any programmatic risks, constraints, dependencies, assumptions and issues pertinent to the conduct of the tasks within SACC DT ESA SoW.</p>	<p>No details provided.</p>	<p>Risks identified but not assessed for impact and/or no mitigations proposed.</p>	<p>Risks identified, qualitatively assessed and mitigation action proposed.</p> <p>Risk Register provided.</p> <p>Issues Log provided.</p>	<p>Risks identified, qualitatively assessed, mitigation and limited fall back response plans proposed.</p> <p>Risk Register provided and reflected in Schedule.</p> <p>Issues Log provided.</p> <p>Master Data Assumptions Log provided.</p>	<p>Risks identified, qualitatively assessed, mitigation and comprehensive fall back response plans proposed.</p> <p>Risk Register provided and reflected in Schedule, in ARM format.</p> <p>Issues Log provided with details of process.</p> <p>Master Data Assumptions Log provided.</p> <p>Constraints and Dependencies highlighted as part of plan (Item 1).</p>		