



DUNSTABLE
TOWN COUNCIL

Tender for:
WASTE MANAGEMENT SOLUTION

Appendix A – Scoring Method

Method

The tender responses will be scored after the official closing date for tender submissions.

Each response will be scored based on the following:

- Proposal & Quality Response
- Financial Response
- Equality, Diversity, Inclusion Form Response

Tenders will be evaluated according to the following criteria:

Evaluation	Criteria	Weight <i>(to be determined for each specific tender)</i>
1. Qualitative	Proposal & Quality Response	40%
2. Financial	Financial Response	55%
3. Social value	EDI Form (Equality, Diversity, Inclusion)	5%

1. Qualitative Scoring

Each answer within the submission will be scored using the following system:

Score	Guidance
5 – Excellent	The Tenderer has provided a thorough response, addressing all requirements in extensive detail, providing confidence that the requirements can be met in full, with added value solutions
4 – Good	The Tenderer has provided a strong response addressing most of the requirements in detail, providing confidence that the requirements can be met in full.
3 – Satisfactory	The Tenderer has provided a satisfactory response addressing most of the requirements in sufficient detail, providing confidence that most requirements can be met.
2 – Acceptable	The Tenderer has provided an acceptable response addressing some of the requirements with partial detail. There are a few concerns about whether or not the requirements can be met, which require further clarification.

1 – Unsatisfactory	The Tenderer has provided a minimal response addressing some of the requirement with very little detail. The response provided does not provide full confidence that the requirements can be met.
0 – Major Concerns	The Tenderer has failed to address the question, submitted a nil response or any element of the response gives cause for major concern that requirements will not be met.