Deloitte LLP,

3 Rivergate Temple Quay,

Bristol,

BS1 6GD

Attn: REDACTED TEXT

REDACTED TEXT

Date: 27th July 2018

Procurement ref: CCCC18A56

Dear Sir/Madam,

**Award of contract for the Provision of Consultancy for the Future Maritime Support Programme**

**Market Facing Requirement Development**

Further to your submission of a Tender for the above project, I am writing to advise that the Procurement is now complete.

I am pleased to inform you that your company has been successful and therefore we would like to award the contract to you.

Appendix 1 provides feedback on your successful proposal.

The call-off contract shall commence Monday 30th July 2018 and the Expiry Date will be Wednesday 31st October 2018. The total contract value shall be £448,300.00 excluding VAT.

This procurement activity was a under the Management Consultancy framework RM3745 Lot 2 Finance and the framework Terms and Conditions shall apply. A copy of the contract is provided with this Award Letter and includes those framework terms and conditions.

Please print and sign a copy and forward to the Procurement Lead electronically via the e-Sourcing Suite messaging service. They in turn will manage its ratification and return a copy for your records.

Please ensure that the signed copy of the contract is submitted via the e-sourcing suite by Tuesday 31st July 2018 at 11:00hrs.

Should you have any queries regarding this or any other matter please do not hesitate to contact me.

Yours faithfully,

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| --- |
| Signed for and on behalf of the Ministry of Defence  |
| Name: REDACTED TEXT |  |

**Appendix 1**

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| --- | --- | --- | --- |
| Number | Question | Score (out of 100) | Evaluators’ Feedback |
| 4.0 – Methodology | WEIGHTING 35% |
| 4.1 | Please describe how you will plan and execute this project as defined within Appendix B, in particular please describe: * How you will identify and quickly mobilise resources with the right skills and experience for the work;
* How you will organise and manage your team;
* How you will work effectively with various MOD teams, both in DE&S and across all the Naval Bases; and
* How you will execute the work within the timeframe available.

Please include any third party involvement that might be required. | REDACTED TEXT | REDACTED TEXT |
| 4.2 | Please provide your proposed resourcing plan showing a weekly breakdown of the work to be performed and your resources for the project, clearly identifying for each person:* Mobilisation date;
* Percentage of their time dedicated to this project;
* Their role and contribution to the output deliverables; and

Demobilisation date. | REDACTED TEXT | REDACTED TEXT |
| 4.3 | Please explain what methodology you will use in defining customer requirements in a complex, multi-disciplinary environment and how this will be used to ensure the timely completion of high quality deliverables on this project. | REDACTED TEXT | REDACTED TEXT |
| 4.4 | Please describe how you will ensure that knowledge is successfully transferred to the FMSP team to ensure that the deliverables are fully understood and can be used effectively within the FMSP team, as well as for the proposed ITT/ITN packages. | REDACTED TEXT | REDACTED TEXT |
| Total Questionnaire Weighted Score | REDACTED TEXT | Winning Suppliers’ Weighted Score | REDACTED TEXT |
| 5.0 – Project Specific Experience | WEIGHTING 30% |
| 5.1 | Please provide details of your experience and knowledge of supporting the UK Ministry of Defence, including the Royal Navy, and how will this assist you to successfully deliver the requirement. | REDACTED TEXT | REDACTED TEXT |
| 5.2 | Please provide two examples of projects of similar nature, size, scope and complexity to this project that you have successfully delivered on schedule, and outline how successful and beneficial the outputs were to the organisations involved. What experience did you gain from this and what do you feel you have to bring to this requirement? | REDACTED TEXT | REDACTED TEXT |
| 5.3 | Please provide details of your experience of successful knowledge transfer that you have delivered in other similar projects and how it benefitted those organisations. What experience did you gain from this and what do you feel you have to bring to this requirement? | REDACTED TEXT | REDACTED TEXT |
| 5.4 | Please provide CVs of the key people who will perform the work and outline their relevant experience. CVs will not form part of the page limit. CVs should be limited to 1 side of A4.  | REDACTED TEXT | REDACTED TEXT |
| Total Questionnaire Weighted Score | REDACTED TEXT | Winning Suppliers’ Weighted Score | REDACTED TEXT |
| 6.0 – Price | WEIGHTING 25% |
| 6.1 | Please confirm, by selecting ‘YES’ that you have attached a completed Price Schedule to the response to this question. In so doing, you are also confirming that prices offered are inclusive of any expenses, exclusive of VAT and firm for a period of 90 days following the Deadline for Submission. | REDACTED TEXT | REDACTED TEXT |
| Total Questionnaire Weighted Score | REDACTED TEXT | Winning Suppliers’ Weighted Score | REDACTED TEXT |
| 7.0 – Presentation | WEIGHTING 10% |
| 7.1 | * Presentation of overview of proposal – 20 minutes
* Q&A from tender evaluation panel - all potential suppliers invited to presentation will be sent the same set of questions, along with their invitation

Discussion, including an opportunity for suppliers to ask questions of the Authority tender evaluation panel (not scored). | REDACTED TEXT | REDACTED TEXT |
| Total Questionnaire Weighted Score | REDACTED TEXT | Winning Suppliers’ Weighted Score | REDACTED TEXT |
| Evaluation Summary |
| Overall Bid Score (Weighted) | REDACTED TEXT | Winning Suppliers’ Overall Bid Score | REDACTED TEXT |
| Overall Ranking  | REDACTED TEXT | Winning Suppliers’ Overall Ranking | REDACTED TEXT |