燭 Ministry of Housing, Communities & Local Government

EVALUATION CRITERIA

INVITATION TO TENDER REF: CPD/004/118/117	
EVALUATOR'S NAME:	
TENDERER'S NAME:	

A. Mandatory Questions and Scoring Criteria

Criterion	Threshold
1. Conditions of Contract	No amendments to the Conditions of Contract
2. Affordability	Tender affordable aginst the budget envelope
3. Format of data	Data is provided in a format that allows for analysis. The data is accessible using Microsoft Excel and enables spatial analysis using GIS software.
4. Frequency of data	Data on vacancy rates is provided on a monthly basis

B. Quality Questions and Scoring Criteria

Criterion	Factors to Take into Account	Weight (%)	Comments	Score (0-4)	Weighted Score	Minimum Threshold
1. Methodology	Does the tenderer propose a methodology which will return data on vacancy rates, openings and closures of sufficient accuracy and which will deliver the outputs set out in Section 5 of the Specification?	25			0	n/a
2. Quality of data	Is the data sample provided of appropriate quality? • Is the data accurate? • Is the data provided at the geographic level as set out in section 5 of the specification? • Does the data provided cover the whole of England in as much detail as possible? At a minimum data is required for towns with a population of greater than 10,000 population according to the 2011 census, as set out in section 5 of the specification. • Does the data include additional information on the length of occupancy/ vacancy of units and detail about the use of units, as set out in section 5 of the specification? • Is historic data available going back until at least March 2015 available?	35			0	n/a
3. Quality Assurance	Does the tenderer's proposal cover quality assurance, including full details of the practices and procedures which will be developed and implemented to assure quality in the conduct of the project and the outputs.	10			0	n/a
4. Cost and value for money	1. Scored in accordance with the Office of Government Commerce's Lowest Cost Price Scoring methodology. The lowest price tender achieves the maximum score and all other tenders are reduced by reference to the lowest price using the formula below. $$100 - \left[\left(\frac{\text{Tenderer's Price} - \text{Lowest Price}}{\text{Lowest Price}} \right) \times 100 \right] = \text{Percentage Multiplier}$$ For the avoidance of doubt, any tender price which is double that of the lowest price tender will receive a zero score for this criterion.	30			0	n/a

TOTAL WEIGHTED SCORE	0
Max Possible Score	400
Percentage Score Achieved	0%

Overall Comments:

Signed:

Dated: