

Lot 2 - F/T MBA Residential Activity Centre

Criteria	Weighting	Sub Criteria	Sub Criteria Evaluation / Weighting	Method of Evaluation
Form of Proposal		Criminal Offences	Exclusion (Pass / Fail)	Response to questionnaire
		Terms and Conditions	Exclusion (Assessment)	Response to questionnaire
		Anti-Bribery	Exclusion (Pass / Fail)	Response to questionnaire
		Accuracy of Information	Exclusion (Pass / Fail)	Response to questionnaire
		Bona Fide	Exclusion (Pass / Fail)	Response to questionnaire
Quality Assurance			For Info Only	Response to questionnaire
Financial Information		Financial Extract of Accounts	Exclusion (Pass / Fail)	Uploading of financial grid
			Exclusion (Assessment)	Response to questionnaire and assessment of financial extract using accountancy ratios
Insurance		Financial Governance	Exclusion (Assessment)	Response to questionnaire
		Limits of Insurance	Assessment	Response to questionnaire and uploading of evidence
Policy Wording			Assessment	Response to questionnaire
Health & Safety	6%	Policies and Procedures	2%	Response to questionnaire
		Enforcement Action	2%	Response to questionnaire
		Accident History	2%	Response to questionnaire
		Risk Assessment of Activities	Exclusion (Assessment)	Response and review of sample risk assessment
Equality and Diversity			For Info Only	
Appropriateness of the Solution	64%	General - All Lots	For Info Only	
		MBA Residential Activity Centre Objectives	Exclusion (Pass / Fail)	Conformance with specification
		Facilities	Exclusion (Pass / Fail)	Conformance with specification
		Pre-Course Brief	5%	Response to questionnaire
		Course Trainers, Instructors, Numbers and Guest Places	Exclusion (Pass / Fail)	Conformance with specification
			9%	Response to questionnaire
		Use of Sub-Contractors	Exclusion (Pass / Fail)	Conformance with specification
			4%	Response to questionnaire
		Added Value	For Info Only	
		Service Level Agreement	1%	Response to questionnaire
		Organisation and Communications	Exclusion (Pass / Fail)	Conformance with specification
		Contingency	3%	Response to questionnaire
		Management Information	For Info Only	
		Data Collection and Use	For Info Only	
		Contract Management	Exclusion (Pass / Fail)	Conformance with specification
		EBS MBA Requirement	16%	Assesment of proposal
		Venue	Exclusion (Pass / Fail)	Conformance with specification
			7%	Response to questionnaire
		Accommodation	6%	Response to questionnaire
		Food	Exclusion (Pass / Fail)	Conformance with specification
6%	Response to questionnaire			
Equipment	1%	Response to questionnaire		
Other Facilities	1%	Response to questionnaire		
Case Studies	Exclusion (Pass / Fail)	Uploading of case studies		
	5%	Assessment of case studies		
Pricing	30%	Pricing Proposal	Exclusion (Pass / Fail)	Uploading of pricing schedule
			25%	Assessment of pricing proposal
		Price Increases	5%	Response to questionnaire
Total Weighting	100%			