

## **ITT Annex B**

### **Tender Evaluation Criteria**

- ITT Evaluation Criteria
- Social Value Evaluation Criteria
- Evaluation Criteria Scoring Method and Model

HMS Victory Timber  
Supply Framework

## Tender Evaluation Criteria

The Tender Evaluation criteria for this ITT is defined as follows:

Criteria		Area Weighting
<b>QUALITY</b>		<b>Overall Weighting: 80%</b>
	<b>Lot 1 (Processed Planks)</b>	
	<b>A) Meeting Specification</b> <ul style="list-style-type: none"> <li>Please provide your comments and any recommendations you have regarding how you can assist the NMRN in achieving the required specification/grading.</li> <li>What processes do you have to ensure you can meet the Specification Requirements proposed by the NMRN for the timber as stipulated within the Call-Off.</li> <li>Please provide detail whether your current supply chain are able to provide oak planks that meet the size requirements set out in the specification.</li> </ul>	30%
	<b>B) Delivery Timescales</b> <ul style="list-style-type: none"> <li>Please provide a timescale of your anticipated delivery schedule based on the requirements set out in the planking schedule provided in <b>Annex F- Planking Schedule v1.0</b></li> </ul>	15%
	<b>C) Quality Management/Control</b> <ul style="list-style-type: none"> <li>How do you propose to ensure the moisture content of the processed planks and logs to meet the NMRN's specification of the moisture of 16% +/- 2%.</li> <li>How will you manage and deal with rejection and returns?</li> </ul>	20%
	<b>D) Managing Communication</b> <ul style="list-style-type: none"> <li>Considering the current pressures to the supply of timber in Europe, please explain what processes you have in place to secure timber for your customers?</li> <li>How will you communicate to the NMRN price surges/changes within the timber market?</li> </ul>	10%
	<b>E) Social Value Model- Theme 2</b> <ul style="list-style-type: none"> <li><b>Sub-Criteria for MAC 3.4: Collaboration throughout the Supply Chain</b></li> <li><u>See Social Value Evaluation on Pages 8-9 for Full Criteria Detail.</u></li> </ul>	5%
	<b>PRICE</b>	<b>Overall Weighting: 20%</b>

Criteria		Area Weighting
<b>QUALITY</b>		<b>Overall Weighting: 80%</b>
	<b>Lot 2 (Special Group 1)</b>	
	<b>A) Meeting Specification</b> <ul style="list-style-type: none"> <li>Please provide your comments and any recommendations you have regarding how you can assist the NMRN in achieving the required specification/grading.</li> <li>What processes do you have to ensure you can meet the Specification Requirements proposed by the NMRN for the timber as stipulated within the Framework Proposal.</li> <li>Please provide detail whether your current supply chain are able to provide oak planks that meet the size requirements set out in the specification.</li> </ul>	30%
	<b>B) Delivery Timescales</b> <ul style="list-style-type: none"> <li>Please detail, in full, your anticipated supply chain from the forest, through sawmills, to the NMRN. Please provide a diagram of your supply chain.</li> <li>How many suppliers do you procure from, where are they geographically and at what volumes (of comparable grade oak) do you procure from these?</li> </ul>	20%
	<b>C) Quality Management/Control</b> <ul style="list-style-type: none"> <li>How do you propose to ensure the moisture content of the processed planks and logs to meet the NMRN's specification of the moisture of 16% +/- 2%.</li> <li>How will you manage and deal with rejection and returns?</li> </ul>	20%
	<b>D) Partnerships and Collaborations</b> <ul style="list-style-type: none"> <li>Considering the current pressures to the supply of timber in Europe, please explain what processes you have in place to secure timber for your customers?</li> <li>How will you communicate to the NMRN price surges/changes within the timber market?</li> <li>There will be a requirement for trees/boules to meet the NMRN's specification relating to Lot 2, which will not actually be used for up to 2-3 years. How will you work in partnership with both the NMRN and your providers/sawmills/outlets, to ensure these are secured and retained for use on the project?</li> <li>How will you update the NMRN of the progress of the drying of timbers in Lots 2?</li> </ul>	10%
	<b>PRICE</b>	<b>Overall Weighting: 20%</b>

Criteria		Area Weighting
<b>QUALITY</b>		<b>Overall Weighting: 80%</b>
	<b>Lot 3 (Special Group 2)</b>	
	<b>A) Meeting Specification</b> <ul style="list-style-type: none"> <li>Please provide your comments and any recommendations you have regarding how you can assist the NMRN in achieving the required specification/grading.</li> <li>What processes do you have to ensure you can meet the Specification Requirements proposed by the NMRN for the timber as stipulated within the Framework Proposal.</li> <li>Please provide detail whether your current supply chain are able to provide oak shapes that meet the size requirements set out in the specification.</li> </ul>	30%
	<b>B) Delivery Timescales</b> <ul style="list-style-type: none"> <li>Please detail, in full, your anticipated supply chain from the forest, through sawmills, to the NMRN. Please provide a diagram of your supply chain.</li> <li>How many suppliers do you procure from, where are they geographically and at what volumes (of comparable grade oak) do you procure from these?</li> </ul>	20%
	<b>C) Quality Management/Control</b> <ul style="list-style-type: none"> <li>How do you propose to ensure the moisture content of the processed compass timbers to meet the NMRN's specification of the moisture of 20% +/- 2%.</li> <li>How will you manage and deal with rejection and returns?</li> </ul>	20%
	<b>D) Partnerships and Collaborations</b> <ul style="list-style-type: none"> <li>Considering the current pressures to the supply of timber in Europe, please explain what processes you have in place to secure timber for your customers?</li> <li>How will you communicate to the NMRN price surges/changes within the timber market?</li> <li>There will be a requirement for compass timbers to meet the NMRN's specification relating to Lot 3, which will not actually be used for up to 2-5 years. How will you work in partnership with both the NMRN and your providers/sawmills/outlets, to ensure these are secured and retained for use on the project?</li> <li>How will you update the NMRN of the progress of the drying of timbers in Lots 3?</li> </ul>	10%
	<b>PRICE</b>	<b>Overall Weighting: 20%</b>

## Evaluation of Tenders (Award)

5.3.1 In accordance with the PCR 2015 Regulation (67) the NMRN seeks to award the contract on the basis of the Most Economically Advantageous Tender. Tenders will be evaluated at Stages 3 and 4 in accordance with the following criteria and weightings and will be assessed entirely on your response submitted at Annex D, Section 2 and 3:

Criteria	Weighting	Demonstrated by
Quality including Methodology and Approach	[80]%	<p>Each criterion will be marked using the scale 0-10 and the specified weighting applied. The formula to calculate the weighted score will be:</p> $\frac{(\text{marks awarded}) \times \text{weighting}}{\text{marks available}}$ <p><u>For example</u>, if the weighting is 20% and the maximum mark is 5, and the mark received is 3, the weighted score would be:</p> $(3 / 5) \times 20 = 12$ <p>NB: For the purposes of this calculation, weighting is expressed as a number not a percentage.</p>
Commercial	[20]%	<p>Price submitted by Tenderer in Annex D, Section 3 (pricing schedule), where lowest cost Tenderer shall receive 40% and all other scores shall be allocated according to their difference from the lowest price, using the formula:</p> $20\% \times \frac{(\text{lowest price of all Tenderers})}{\text{Tendered price}}$

5.3.2 **Scoring Model** – Tender responses will be subject to an initial review at the start of Stage 3 of the evaluation process. Any tender responses not meeting mandatory requirements or constraints (if any) will be rejected in full at this point and will not be assessed or scored further. Tender responses not so rejected will be scored by an evaluation panel appointed by the NMRN for all criteria other than Commercial using the scoring model given in the table below:

Points	Interpretation
10	<p><b>Excellent</b> – Overall the response demonstrates that the Tenderer meets all areas of the requirement and provides all of the areas evidence requested in the level of detail requested. This, therefore, is a detailed excellent response that meets all aspects of the requirement leaving no ambiguity as to whether the Tenderer can meet the requirement.</p> <p>The response therefore shows:</p> <ul style="list-style-type: none"> <li>• Very good understanding of the requirement</li> <li>• Considerable competence demonstrated through relevant experience</li> <li>• Considerable insight into the relevant issues</li> </ul> <p>The response is also likely to propose additional value in several respects above that expected</p>
7	<p><b>Good</b> - Overall the response demonstrates that the Tenderer meets all areas of the requirement and provides all of the areas of evidence requested, but contains some trivial omissions in relation to the level of detail requested in terms of either the response or the evidence. This, therefore, is a good response that meets all aspects of the requirement with only a trivial level ambiguity due the Tenderers failure to provide all information at the level of detail requested.</p> <p>The response therefore shows:</p> <ul style="list-style-type: none"> <li>• Good understanding of the requirements</li> <li>• Sufficient competence demonstrated through relevant experience</li> <li>• Some insight demonstrated into the relevant issues</li> </ul>
5	<p><b>Adequate</b> - Overall the response demonstrates that the Tenderer meets all areas of the requirement, but not all of the areas of evidence requested have been provided. This, therefore, is an adequate response, but with some limited ambiguity as to whether the Tenderer can meet the requirement due to the Tenderer's failure to provide all of the evidence requested.</p> <p>The response therefore shows:</p> <ul style="list-style-type: none"> <li>• Basic understanding of the requirements</li> <li>• Sufficient competence demonstrated through relevant experience</li> <li>• Some areas of concern that require attention</li> </ul>
3	<p><b>Poor</b> – The response does not demonstrate that the Tenderer meets the requirement in one or more areas. This, therefore, is a poor response with significant ambiguity as to whether the Tenderer can meet the requirement due to the failure by the Tenderer to show that it meets one or more areas of the requirement.</p> <p>There are reservations because of one or all of the following:</p> <ul style="list-style-type: none"> <li>• There is at least one significant issue needing considerable attention</li> <li>• There is insufficient evidence to demonstrate competence or understanding</li> <li>• The response is light and unconvincing</li> </ul>
0	<p><b>Unacceptable</b> - The response is non-compliant with the requirements of the ITT and/or no response has been provided.</p> <p>The response is significantly below what would be expected because of one or all of the following:</p> <ul style="list-style-type: none"> <li>• The response indicates a significant lack of understanding</li> <li>• The response fails to meet the requirement</li> </ul>

## Social Value Evaluation Criteria

Score	Interpretation
<b>PASS</b>	<b>Good:</b> (meets the Award Criteria) The response broadly meets what is expected for the criteria. There are no significant areas of concern, although there may be limited minor issues that need further exploration or attention later in the procurement process. The response therefore shows: <ul style="list-style-type: none"> <li>• Good understanding of the requirements as set out in the required Sub-Criteria.</li> <li>• Sufficient competence demonstrated through relevant evidence.</li> <li>• Some insight demonstrated into the relevant issues.</li> <li>• The response addresses most of the social value policy outcome and also shows general market experience.</li> </ul>
<b>FAIL</b>	<b>Fail:</b> the response completely fails to meet the required standard or does not provide a proposal.

Please make full use of the guidance and policy documents related to Social Value in public procurement. These are provided to assist you in completing this element of the response, and are contained at these Appendices:

9. The Social Value Model.
10. Guide to Using the Social value Model.
11. The Social Value Model Quick Reference Table.

*Or alternatively can be found here;*

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/940826/Social-Value-Model-Edn-1.1-3-Dec-20.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/940826/Social-Value-Model-Edn-1.1-3-Dec-20.pdf)

## Social Value Model Criteria

### Theme 2: Tackling economic inequality

#### Policy Outcome: Increase Supply Chain Resilience and Capacity

##### Why is this a priority?

Growing and diversifying supply chain opportunities is at the heart of government's Industrial and Civil Society Strategies. An economy with diverse, resilient and innovative supply markets is a cornerstone of prosperity. It provides the best environment to start and grow a business. Markets with a broad range of suppliers of different types can offer better value for money, promote innovative solutions and give public services access to expertise and knowledge on complex issues. There is also a commercial advantage to spreading risk more broadly since it reduces commercial risk.

Whether as prime contractors or within the supply chain, it is essential that new businesses, entrepreneurs, start-ups, small and medium-sized enterprises (SMEs), voluntary, community and social enterprises (VCSEs) and mutuals have the same opportunity to tender for and, where appropriate, win government contracts as other firms. Government is therefore monitoring progress under this policy outcome by asking contracting authorities to report the number, value and proportion of total contract spend of prime or subcontracting opportunities awarded to these types of business as the Reporting Metrics for this policy outcome.

In delivering its National Cyber Security Strategy, government's objectives include having the means to ensure UK networks, data and systems are protected and resilient throughout the supply chain. Citizens, businesses and the public sector must also have the knowledge and ability to defend themselves. The Cyber Essentials scheme has been developed to show organisations how to protect themselves against low-level 'commodity threat'. Properly implementing the scheme will protect against the vast majority of common internet threats. Where relevant, levels of adoption of the '10 Steps to Cyber Security' and the Cyber Essentials scheme within the contract supply chain are therefore used as additional Reporting Metrics under this Policy Outcome.

This Policy Outcome and its related Model Award Criteria and Reporting Metrics are potentially relevant and proportionate to the subject matter of the contract when:

- the market for the contract opportunity includes many new businesses, entrepreneurs, start-ups, SMEs, VCSEs and mutuals, but the public sector supply chain is less diverse, or there are new tier 1 opportunities.
- there is a lack of new businesses, entrepreneurs, start-ups, SMEs, VCSEs or mutuals in the market for the contract opportunity and commercial teams have identified a need to diversify the supply chain, e.g. for tier 1s to develop, engage and collaborate in the market. 11 ALWAYS REFER TO THIS DOCUMENT ON-LINE FOR THE LATEST VERSION
- there is a requirement to drive greater resilience, capacity, innovation, use of disruptive technologies, green technologies, efficiency, quality, modernisation, productivity and/or collaboration in the supply chain.
- vulnerability to cyber threats is a consideration in the effective performance of the contract, which is likely to be the case where the contract involves the use of technology.

#### **To note**

- New businesses, entrepreneurs, start-ups, SMEs, VCSEs and mutuals may form a substantial part of the supply chain in many contracts. Under these circumstances contracting authorities should encourage an approach from prime contractors that sets out to create systems that support a sustainable operating environment for them.
- The size of the contract should not be a constraint; some VCSEs are large and operate at considerable scale.

Menu of Model Award Criteria (MAC) Effective measures to deliver the following benefits through the contract:



**MAC 3.4: Demonstrate collaboration throughout the supply chain, and a fair and responsible approach to working with supply chain partners in delivery of the contract**

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/940826/Social-Value-Model-Edn-1.1-3-Dec-20.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/940826/Social-Value-Model-Edn-1.1-3-Dec-20.pdf)

Model Evaluation Question Using a maximum of [2500 Words] characters describe the commitment your organisation will make to ensure that opportunities under the contract deliver the Policy Outcome and Award Criteria. Please include:

- your 'Method Statement', stating how you will achieve this and how your commitment meets the Award Criteria, and
- a timed project plan and process, including how you will implement your commitment and by when. Also, how you will monitor, measure and report on your commitments/the impact of your proposals. You should include but not be limited to:
  - timed action plan
  - use of metrics
  - tools/processes used to gather
  - reporting
  - feedback and improvement
  - transparency
- how you will influence staff, suppliers, customers and communities through the delivery of the contract to support the Policy Outcome, e.g. engagement, co-design/creation, training and education, partnering/collaborating, volunteering. Model Response Guidance for tenderers and evaluators The award criteria (listed above) and sub-criteria (shown below) will be used to evaluate the response:

**Sub-Criteria for MAC 3.4: Collaboration throughout the Supply Chain**

Activities that demonstrate and describe the tenderer's existing or planned:

- Understanding of opportunities to drive greater collaboration in the supply chain.
- Measures to ensure supply chain relationships relating to the contract will be collaborative, fair and responsible.

Illustrative examples: engagement; codesign/creation; training and education; partnering/collaborating; secondment and volunteering opportunities.