



Tender for Property Maintenance in Rural Area

PQQ Stage Evaluation Criteria

This PQQ follows the Standard Selection Questionnaire (SQ) as issued by the Crown Commercial Service - as updated in September 2016.

To facilitate easy access to procurements from suppliers from the devolved administrations and those in the EU, the standard Selection Questionnaire incorporates the exclusion grounds listed in the Public Contract Regulations 2015 (PCR 2015). The exclusion grounds also align with those listed in the European Single Procurement Document (ESPD).

The PCR 2015 lays down the requirements of the ESPD (regulation 59). The Selection Questionnaire is compliant with the requirements of the ESPD.

The standard Selection Questionnaire is structured in 3 separate parts:

Part 1 of the standard Selection Questionnaire covers the basic information about the supplier, such as the contact details, trade memberships, details of parent companies, group bidding and so on.

Part 2 covers a self-declaration regarding whether or not any of the exclusion grounds apply. September 16 v3 2.

Part 3 covers a self-declaration regarding whether or not the company meets the selection criteria in respect of their financial standing and technical capacity.

Please read through the Standard Selection Questionnaire carefully and ensure all relevant areas to Parts 1, 2 and 3 are answered in full. The questionnaire can be found at the following link:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/558531/PPN_8_16_StandardSQ_Template_v3.pdf

Requirements

You are required to complete all of this PQQ.

Part 1

This is primarily information only.

There is only one point of evaluation; the bidding model requires a statement on whether sub contractors will be used.

Although it is not essential that sub contractors are not used it is the preference that the vast majority of the service required is done by the main provider. Full declaration is required for any intended sub contractor use – the facility is there for 5.

We have put a **5%** evaluation on this question.

Part 2

These are mandatory questions and offer grounds for exclusion (either mandatory or discretionary).

These areas are further defined in Section 57 of PCR 2015 – you should ensure you fully understand these prior to your self – declaration.

An extract is included in Attachment to this project.

Part 3

These are the selection questions and carry **95%** of our PQQ evaluation.

Economic & Financial 10% of Evaluation

You are not required to submit documents – only to self certify that you can provide if requested

Note: There is a requirement that you have a turnover that is at least the estimated 2 year contract value – which we have conservatively set at £390k.

Technical & Professional 35% of Evaluation

In line with PCR 2015 we require 3 references that demonstrate you can provide this service. Each reference carries circa **10%**.

Scoring will reflect relevance to our requirement, value and longevity.

Work in Social Housing properties is most valued.

Apart from summary information, we've invited an explanation document (500 words) maximum for each.

In addition further information on sub contractor management is required (this is a standard question) – carries **5%**.

Project Specific 35% of Evaluation

Aimed at identifying capacity and capability to deliver this project how and where it is required.

Includes:

- Structure Chart 14%
- Business and Technical Accreditations 14%
- Health & Safety & Environmental 7%

Modern Slavery Act 2015 5%

This is a mandatory declaration.

You should ensure you are fully aware of the requirements of The Act.

Additional Questions 10%

These are all as suggested by the ESPD.

Insurances.

Apprentices.

Past Performance.