



[REPLACEMENT GENERATOR AND ANCILLARY EQUIPMENT AT HOLYHEAD
CGOC
Contract Reference: TCA 3/7/1255

Schedule 4 – Quality

1. Documents for Completion

Tenderers must complete the response form under the Technical Envelope on Jaggaer.

2. Quality Evaluation Process

- 2.1 The questions asked within the Quality Questionnaire are designed to test a Tenderer's ability to deliver the requirements as set out in Schedule 2 (Requirements Specification) and against the Sub-Criteria set out at section 4 of this Schedule (Quality). Tenderers must answer all questions.
- 2.2 Responses submitted to the Quality Questionnaire will be assessed in accordance with the process and criteria set out below.
- 2.3 Each response provided to each question within the Quality Questionnaire will be awarded a score in accordance with the Scoring Matrix set out below.
- 2.4 Each mark achieved will be multiplied by the corresponding weighting to provide an overall question score.
- 2.5 When the score for each question has been determined they will be added together to provide an overall score for the Quality Evaluation ("Quality Score").
- 2.6 **Consensus Marking Procedure-** The Consensus Marking Procedure is a two-step process, comprising of:
 - Independent evaluation; and
 - Group consensus marking.
- 2.7 During the independent evaluation process, each evaluator will separately (i.e. without conferring with other evaluators) scrutinise the quality of answers given by Tenderers in their Tender. Each evaluator will then allocate a mark for the answer in accordance with the Marking Scheme applicable to that question
- 2.8 During the meeting, the evaluators will discuss the independent marks until they reach a consensus regarding the marks that should be attributed to each Tenderer's answer to the questions.



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2.9 Once all quality responses have been evaluated the individual scores attributed to each response will be added together to provide a 'Quality Score'.

3. Scoring Matrix

| Score | Definition of Score |
|-------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5 | A score of 5 will be achieved by demonstrating a robust understanding and methodology that specifically meets the requirement. The response provided will have full and comprehensive supporting evidence and examples. |
| 3 | A score of 3 will be achieved where the proposed approach meets the basic requirement with the exception that the supporting commentary and/or evidence does not fully explain, justify, or provide a fully comprehensive response or examples. |
| 1 | A score of 1 will be achieved as per the criteria for achieving a score of 3 with the exception that the supporting commentary and/or evidence does not fully explain or justify the approach, experience of allocated resource and only some aspects of the MCA's requirements are fully met. |
| 0 | A score of 0 will be achieved for any answer that does not meet the level required to score a 1 or above. |



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4. Quality Factors

| Primary Criteria | Primary Criteria Weighting (%) | Sub-criteria weighting and description | Individual Sub - Criteria Weighting (%) |
|--------------------------------------------------|--------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| Compliance with the Technical Requirement | 55 | Your response must detail, with relevant evidence your approach to addressing the objectives? | 50 |
| | | Your response must detail the anticipated deliverables | 50 |
| Similar case study | 15 | Your response must evidence similar work that you have conducted | 100 |
| Guarantees | 5 | Your response must include full details of any warranties on the tendered equipment, including the period of cover | 100 |
| Details of any sub-contractors | 5 | Your response must provide the company/organisation name and address and detail the elements of the requirement they will be responsible for (Note: that the ultimate responsibility will always rest with the prime contractor) | 100 |



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| Primary Criteria | Primary Criteria Weighting (%) | Sub-criteria weighting and description | Individual Sub - Criteria Weighting (%) |
|-----------------------------------------|--------------------------------|---------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|
| | | | |
| Programme of Works | 5 | Your response must detail, but not be exclusive to, the planned sequence of work including the allocation of resources | 100 |
| Sustainability/Waste Disposal | 5 | Your response must provide evidence of your sustainability policy and management system | 50 |
| | | Your response should detail the type and quantities of materials used including the recyclable content of these materials | 50 |
| Estimated time on site for works | 5 | Your response must detail an accurate time estimate for how long it will take to satisfactorily complete the project. | 100 |
| Delivery and lead time | 5 | Your response must detail the time it will take until the goods are delivered from that manufacturer/supplier to the site | 100 |



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| Primary Criteria | Primary Criteria Weighting (%) | Sub-criteria weighting and description | Individual Sub - Criteria Weighting (%) |
|------------------|-----------------------------------------|-------------------------------------------|-----------------------------------------------------|
| | Total = 100% | | |