



Please complete the following forms and provide additional information in appendices'.

Selection Criteria

If a tender does not fulfil the selection/minimum requirements the tender must be rejected.

Selection Criteria (Conditions for participation)	Evidence provided (For Evaluation committee use)	
	Yes	No
Availability of staff and equipment in September and October 2019. Please provide more information below.		
References for similar previous contracts of projects within the last 5 years. Please provide more information below.		
Example 1		
Award Date		
Role in Contract		
Total Contract Amount		
Employer's Name Address Telephone Number Number E-mail		
Description of the key activities		
Example 2		
Award Date		
Role in Contract		
Total Contract Amount		
Employer's Name Address Telephone Number Number E-mail		
Description of the key activities		



Example 3		
Award Date		
Role in Contract		
Total Contract Amount		
Employer's Name Address Telephone Number Number E-mail		
Description of the key activities		
Please provide a minimum of 3 years of audited accounts to demonstrate a minimum annual revenue of £200,000.		
Environmental advisor (or equivalent) a member of staff or sub contracted. Please provide more information below.		
Principle designer requires a minimum of a bachelor's degree in environmental sciences, civil engineering, landscape architecture or equivalent. Please provide more information below.		
Operator qualification to LANTRA, CPCS standard, or equivalent. Please provide more information below.		



Valid insurance certificates. Please provide more information below.		
Please provide information on Health and safety systems;		
Copy of Health and Safety Policy (or equivalent).		
Copies of safe working procedures (or equivalent) relevant to this contract.		
Details Health and Safety training undertaken by managers and operatives working on this contract.		
Evidence of near miss reporting and actions taken as a result.		
Details of RIDDOR reportable incidents in the last three years.		

**Award criteria**

Your capability to perform the contract will be evaluated using the criteria and the scoring matrix below. The highest scoring bid will be considered the most economically advantageous tender and the successful bidder (subject to the standstill period).

Assessment criteria for Section 1. Price (including VAT)

Interpretation	Assessment	Score	Summary
<£100,000	Unacceptable	0	Price unacceptable
£101,000-£110,000	Minor Reservation	2	Price well below anticipated budget
£111,000-£130,000	Excellent	5	Exceptional price
£131,000 - £160,000	Good	4	Price below anticipated budget
£161,000 - £165,000	Acceptable	3	Price meets anticipated budget
£166,000-£170,000	Minor Reservation	2	Price above anticipated budget
£171,000-£189,000	Serious Reservations	1	Price well above anticipated budget
>£190,000	Unacceptable	0	Price unacceptable

N.B these price brackets are inclusive of VAT

Assessment criteria for Section 2-5

Assessment	Score	Summary	Interpretation
Excellent	5	Very strong evidence of appropriate knowledge, skills or experience.	Exceptional demonstration of the relevant ability, understanding, experience, skills, resource and/or quality measures required to provide the services/supplies/works. Full evidence provided where required to support the response.
Good	4	Sufficient evidence provided of appropriate knowledge, skills or experience. Have confidence in their ability to deliver the required service	Above average demonstration of the relevant ability, understanding, experience, skills, resource and/or quality measures required to provide the services/supplies/works. Majority evidence provided to support the response.
Acceptable	3	Reasonable evidence of appropriate knowledge, skills or experience. Meets requirements in many areas but not all.	Demonstration of the relevant ability, understanding, experience, skills, resource and/or quality measures required to provide the services/supplies/works, with some evidence to support the response.
Minor Reservation	2	Some evidence of appropriate knowledge, skills or experience. Meets requirements in some areas but with important omissions	Some minor reservations of the relevant ability, understanding, experience, skills, resource and/or quality measures required to provide the services/supplies/works, with little or no evidence to support the response.
Serious Reservations	1	Very little evidence of appropriate knowledge skills or experience	Considerable reservations of the relevant ability, understanding, experience, skills, resource and/or quality measures required to provide the services/supplies/works, with little or no evidence to support the response.
Unacceptable	0	No evidence/response	Does not comply and/or insufficient information provided to demonstrate that there is the ability, understanding, experience, skills, resource and/or quality measures required to provide the services/supplies/works, with little or no evidence to support the response.



3. Outline design proposal. The Tenderer shall provide outline design drawings, following the works specification.		20		
4. Health and safety statement. If you would modify the Environmental Method of Works and Ecological Risk Assessment (Appendix 5) please demonstrate additional safeguards you will put in place to meet the same outcomes.		10		
Please provide a project based risk assessment.				
5. Mobilisation and construction schedules. The Tenderer shall provide information and/or schedule showing when they intend to carry out the Works. Including the anticipated timing of each stage of the performance of the Contract. Please produce a bar chart, containing the following as a minimum;		10		
Works	Timing			
Commencement of design				
Completion of design				
Commencement of mobilisation of contractor's plant and equipment				
Completion of mobilisation				
Commencement of construction				
Completion of construction				
Commencement of gravel spreading				
Completion of gravel spreading				
Other schedule information as the Tenderer deems relevant or appropriate;				



6. Transportation from mainland to islands. The Tenderer shall provide outline of how machinery and gravel will be transported to the islands and timber will be removed from islands.		5		
Re-profiling machinery				
Transport of gravel				
Removal of timber				
Total score (out of 500)				