

Appendix A

Key Evaluation criteria and evaluation process

The evaluation allocated 50% of the score to price and 50% to quality.

1 QUALITY CRITERION

- 1.1 The quality criterion has been developed into two secondary level sub-criteria (Tier 2), "Method Statements" and "Legal/Risk", as outlined in Table 1.

Table 1: Quality Criteria (Tier 1 and Tier 2 level sub-criteria)

Primary Level Criterion (Tier 1)	Secondary Level Criteria (Tier 2)	Points Available at ISFT
Quality Criterion	Method Statements	470
	Legal/Risk	30
Total		500

- 1.2 The secondary level sub-criterion, "Method Statements", has been further developed into Tier 3 level sub-criteria, as outlined in table 2.

Table 2: Method Statements Criterion (Tier 3 level sub-criteria)

Secondary Level Criteria (Tier 2)	Tertiary Level Criteria (Tier 3)	Points Available at ISFT
Method Statements	Management and Culture	80
	Social Value	35
	Operations	95
	Deliverability	50
	Service Delivery Method	190
	Service Delivery Method for Health and Safety	20
Total		470

- 1.3 The tertiary level sub-criteria were further developed into Tier 4 level sub-criteria, outlined in an evaluation model shared with bidders.

2. EVALUATION PROCESS FOR FINAL TENDERS (ISFT)

2.1 The review of the ISFT submissions, followed the following five stages:

- **Stage 1: Conformity and Completeness**
To determine whether the Final Tender submission has been submitted in accordance with the instructions in the ISFT.
- **Stage 2A - Method Statements**
To review, evaluate and score the Method Statements submission.
- **Stage 2B - Legal/Risk**
To review, evaluate and score the mark up of the Contract and the commentary table.
- **Stage 2C - Robustness of the Bidder Financial model**
To review, evaluate and score the robustness of the bidder financial models.
- **Stage 2D – Payment and Performance Mechanism**
To review, evaluate and score the mark up of Schedule 4, Payment and Performance Schedule, and the commentary table.
- **Stage 2E - Evaluation Price**
To assess that the pricing schedule was dutifully completed.