



Appendix B

Quality Questionnaire

**Project Management (PM) Led Integrated
Multi-Disciplinary
Design Team Consultancy Services**

Contents

1. Summary and Conditions of Assessment Criteria	3
2. Award Criteria	4
3. Criterion A – Programme.....	5
4. Criterion B – Personnel & Quality Management.....	6
5. Criterion C – Overall Approach & Methodology	11
6. Criterion D – Procurement Strategy and Delivery.....	15

1. Summary and Conditions of Assessment Criteria

All Tenderers shall complete the questions under Criterion A to Criterion D as set out below:

- 1.1 This document should be read in conjunction with all other parts of the Invitation to Tender Documents.
 - 1.2 The submission made by the Tenderer shall represent the entire Tenderer's Team. The Tenderer's combined response must include all information on behalf of the Tenderer, including any consortium, where applicable, and all Subcontractors. The responses provided to each question must be considered and detailed and prepared after consultation and discussion with your Subcontractors.
 - 1.3 Failure by a Tenderer to complete all questions fully and in accordance with all requirements therein may result in the Tenderer's submission being rejected.
 - 1.4 Each question should be answered separately without cross reference to any other question.
 - 1.5 Answers to any questions that require reference to legislation shall specifically refer to Irish legislation or codes of practice.
 - 1.6 The Client reserves the right to require evidence or additional evidence in relation to any answers given to questions in this submission.
 - 1.7 The Tenderer must, without undue delay, inform the Client of any changes to the information provided in response to any questions in this questionnaire that may arise at any time during the tenderer's participation in this tender process.
 - 1.8 All questions must be answered in English, using 12pt Calibri font, and submitted in Microsoft Word format.
 - 1.9 The Client expects all questions to be answered in the text boxes provided. The document has been electronically locked in order to maintain formatting and limitations on the size of responses to specific questions. The Tenderer must enter their response within the text boxes provided and adhere to the limit set on the number of characters. Note: the number of characters includes spaces and paragraphs, as calculated by the word processor, and may vary slightly from the nominally declared value.
 - 1.10 No general marketing or promotional material from the Tenderer or any Subcontractor, either in answer to any of the questions or for any other reason, should be included.
 - 1.11 Tenderers must ensure that their response to each question is relevant and focused on addressing the question asked. Each question will be evaluated only on the information provided in the response text box(es) provided for that question and any specifically requested and referenced appendices. No marks will be awarded for a particular question for information given elsewhere in the submission.
 - 1.12 The maximum available score for each question is 5. If any one of the questions is scored less than the Minimum Eligible Score of 2, the entire tender submission will be rejected.
 - 1.13 The responses submitted by the Tenderer shall, if the Tenderer is successful in being awarded the Contract, be carried forward into the operation of the Contract. Tenderers must therefore ensure that the fees submitted in the Tender Package Price Submission reflect the commitments given in this Quality Submission.
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2. Award Criteria

The scored Evaluation Criteria and relative weightings are set out in the table below. Quality will be evaluated solely against the information included in the Tender. No reference will be made to information from any other source.

QUALITY & COST CRITERIA				
1	Quality	70%		7,000
2	Cost	30%		3,000
		100%		10,000
QUALITY CRITERIA (Score of 7,000 available)				
Ref	Criteria/Description	Maximum Marks	Weighting	Total Possible Score
A	Programme	5	10%	1,000
B	Personnel & Quality Management	5	20%	2,000
C	Overall Approach & Methodology	5	20%	2,000
D	Procurement Strategy and Delivery	5	20%	2,000
	Total		70%	7,000

3. Criterion A – Programme

Provide a detailed programme in the form of a Gantt chart (1 x A3 page), that demonstrates how you will manage the project, considering all stages of the contract as further specified in the scope of services.

- The programme should be supported with an explanation of how you as PM will manage the key stages of the project and to ensure that timeframes and deliverables can be achieved.
- The programme and supporting narrative should clearly identify key milestones to maintain programme delivery in line with the client's requirements.

Programme to be appended to submission.

Please note, you will be required to deliver the scope of services in accordance with the above methodologies if your tender is successful.

Assessment	Score	Indicators
Excellent	5	Excellent programme that indicates the key tasks during the scope of services for the Project Management Led Multi-Disciplinary Design Team will include (1) Initial Design & Due Diligence (2) Detailed Design & Planning Permission (3) Procurement & Assessment of a suitable Works Contractor (4) Construction and (5) Handover, including critical path, float, time risk allowances, dependent tasks and resource allocations. The programme is comprehensively supported with an excellent explanation of how you as PM will manage the key stages of the contract and to ensure that timeframes and deliverables can be achieved.
Very Good	4	Very good programme that indicates the key tasks during the scope of services for the Project Management Led Multi-Disciplinary Design Team will include (1) Initial Design & Due Diligence (2) Detailed Design & Planning Permission (3) Procurement & Assessment of a suitable Works Contractor (4) Construction and (5) Handover, including critical path, float, time risk allowances, dependent tasks and resource allocations. Programme is very well supported with a very good explanation of how you as PM will manage the key stages of the contract and to ensure that timeframes and deliverables can be achieved.
Good	3	Good programme that indicates the key tasks during the scope of services for the Project Management Led Multi-Disciplinary Design Team will include (1) Initial Design & Due Diligence (2) Detailed Design & Planning Permission (3) Procurement & Assessment of a suitable Works Contractor (4) Construction and (5) Handover, including critical path, float, time risk allowances, dependent tasks

		and resource allocations. Programme is supported with a good explanation of how you as PM will manage the key stages of the contract and to ensure that timeframes and deliverables can be achieved.
Satisfactory	2	Satisfactory programme that indicates the key tasks during the scope of services for the Project Management Led Multi-Disciplinary Design Team will include (1) Initial Design & Due Diligence (2) Detailed Design & Planning Permission (3) Procurement & Assessment of a suitable Works Contractor (4) Construction and (5) Handover, including critical path, float, time risk allowances, dependent tasks and resource allocations. Programme is supported with a satisfactory explanation of how you as PM will manage the key stages of the contract and to ensure that timeframes and deliverables can be achieved.
Poor	1	Poor programme that fails to properly indicate the key tasks during the scope of services for the Project Management Led Multi-Disciplinary Design Team will include (1) Initial Design & Due Diligence (2) Detailed Design & Planning Permission (3) Procurement & Assessment of a suitable Works Contractor (4) Construction and (5) Handover, including critical path, float, time risk allowances, dependent tasks and resource allocations. Programme is not supported with adequate explanation to demonstrate how you as PM will manage the key stages of the contract and to ensure that timeframes and deliverables can be achieved.
Nil Response	0	No response provided or the response provided does not in any way relate to the question asked.

See note on Quality Assessment responses at the end of this document.

4. Criterion B – Personnel & Quality Management

Provide a project-specific Resource Organisation Chart (full design team, 1 x A3 sheet) clearly identifying the project management-led, multidisciplinary design team structure you will use to deliver the project. It should identify team roles, named resources, resource numbers, and their percentage commitment to the project.

With reference to the Resource Organisation Chart, provide a detailed explanation and justification of the following:

- The benefits each named individual will bring to this project and **project specific experience** which should also include, examples of previous public road network infrastructure projects specifically experience with National Roads.
- How each member of your team will fulfil their responsibilities with respect to the requirements set out in the Scope of Services. This should identify clear roles, responsibilities, reporting lines, and accountability across the project team, and demonstrate the relevant experience, skills and resources within the proposed team to support the delivery of green public procurement requirements for this project, including the development of proportionate sustainability criteria, evaluation of environmental submissions, life-cycle considerations, verification of environmental claims, and contract monitoring/reporting during delivery.
- How you will monitor resources throughout the delivery of the project, identify and report any instances of underperformance to the Employer, and implement corrective actions to address such instances.
- Your approach to quality management, including quality assurance procedures, monitoring arrangements, corrective actions, and communication and reporting protocols

Please note, you will be required to deliver the scope of services in accordance with the above methodologies if your tender is successful.

Assessment	Score	Indicators
Excellent	5	An excellent response will indicate: An excellent Resource Organisation Chart which details an excellent project specific management structure and very clearly identifies the roles within the tenderers team. Response to each criterion will include an excellent detailed explanation and justification of: • The benefits each named individual will bring to this project and project specific experience which should also include, examples of previous public road network infrastructure projects specifically experience with National Roads • How each member of your team will fulfil their responsibilities with respect to the requirements set out in the Scope of Services. This should identify clear roles, responsibilities, reporting lines, and accountability across the project team, and demonstrate the relevant experience, skills and resources within the proposed team to support the delivery of green public procurement requirements for this project, including the development of proportionate sustainability criteria, evaluation of environmental submissions, life-cycle considerations, verification of environmental claims, and contract

		monitoring/reporting during delivery. • How you will monitor resources throughout the delivery of the project, identify and report any instances of underperformance to the Employer, and implement corrective actions to address such instances. • Your approach to quality management, including quality assurance procedures, monitoring arrangements, corrective actions, and communication and reporting protocols
Very Good	4	A very good response will indicate: A very good Resource Organisation Chart which details a very good project specific management structure and clearly identifies the roles within the tenderers team. Response to each criteria will include a very good, detailed explanation and justification of: • The benefits each named individual will bring to this project and project specific experience which should also include, examples of previous public road network infrastructure projects specifically experience with National Roads • How each member of your team will fulfil their responsibilities with respect to the requirements set out in the Scope of Services. This should identify clear roles, responsibilities, reporting lines, and accountability across the project team, and demonstrate the relevant experience, skills and resources within the proposed team to support the delivery of green public procurement requirements for this project, including the development of proportionate sustainability criteria, evaluation of environmental submissions, life-cycle considerations, verification of environmental claims, and contract monitoring/reporting during delivery. • How you will monitor resources throughout the delivery of the project, identify and report any instances of underperformance to the Employer, and implement corrective actions to address such instances. • Your approach to quality management, including quality assurance procedures, monitoring arrangements, corrective actions, and communication and reporting protocols
Good	3	A good response will indicate: A good Resource Organisation Chart which details the tenderers project specific management structure and identifies the roles within the tenderers team. Response to

		each criteria will include a good, detailed explanation and justification of: • The benefits each named individual will bring to this project and project specific experience which should also include, examples of previous public road network infrastructure projects specifically experience with National Roads • How each member of your team will fulfil their responsibilities with respect to the requirements set out in the Scope of Services. This should identify clear roles, responsibilities, reporting lines, and accountability across the project team, and demonstrate the relevant experience, skills and resources within the proposed team to support the delivery of green public procurement requirements for this project, including the development of proportionate sustainability criteria, evaluation of environmental submissions, life-cycle considerations, verification of environmental claims, and contract monitoring/reporting during delivery. • How you will monitor resources throughout the delivery of the project, identify and report any instances of underperformance to the Employer, and implement corrective actions to address such instances. • Your approach to quality management, including quality assurance procedures, monitoring arrangements, corrective actions, and communication and reporting protocols
Satisfactory	2	A satisfactory response will indicate: An adequate Resource Organisation Chart which details a satisfactory project specific management structure and identifies the roles within the tenderers team. Response to each criterion will include a satisfactory explanation and justification of: • The benefits each named individual will bring to this project and project specific experience which should also include, examples of previous public road network infrastructure projects specifically experience with National Roads • How each member of your team will fulfil their responsibilities with respect to the requirements set out in the Scope of Services. This should identify clear roles, responsibilities, reporting lines, and accountability across the project team, and demonstrate the relevant experience, skills and resources within the proposed team

		to support the delivery of green public procurement requirements for this project, including the development of proportionate sustainability criteria, evaluation of environmental submissions, life-cycle considerations, verification of environmental claims, and contract monitoring/reporting during delivery. • How you will monitor resources throughout the delivery of the project, identify and report any instances of underperformance to the Employer, and implement corrective actions to address such instances. • Your approach to quality management, including quality assurance procedures, monitoring arrangements, corrective actions, and communication and reporting protocols
Poor	1	A poor response will indicate: An inadequate Resource Organisation Chart which details a poor project specific management structure and does not clearly identify the roles within the tenderers team. Response to each criterion is not supported with an adequate explanation and justification, as per below: • The benefits each named individual will bring to this project and project specific experience which should also include, examples of previous public road network infrastructure projects specifically experience with National Roads • How each member of your team will fulfil their responsibilities with respect to the requirements set out in the Scope of Services. This should identify clear roles, responsibilities, reporting lines, and accountability across the project team, and demonstrate the relevant experience, skills and resources within the proposed team to support the delivery of green public procurement requirements for this project, including the development of proportionate sustainability criteria, evaluation of environmental submissions, life-cycle considerations, verification of environmental claims, and contract monitoring/reporting during delivery. • How you will monitor resources throughout the delivery of the project, identify and report any instances of underperformance to the Employer, and implement corrective actions to address such instances. • Your approach to quality management, including quality

		assurance procedures, monitoring arrangements, corrective actions, and communication and reporting protocols
Nil Response	0	No response provided or the response provided does not in any way relate to the question asked.

Your response should include a Resource Organisation Chart appended to the submission (maximum 1 no. A3 sheet, minimum font size 11pt Calibri).

See note on Quality Assessment responses at the end of this document.

5. Criterion C – Overall Approach & Methodology

Provide a detailed statement of the methodologies you will use to ensure the successful delivery of the project as set out in the scope of services. Your response should include a detailed explanation and justification of the methodology to be used to address each of the following:

- Provide an overview of your approach to Stages 1, 2, 3, 4 and 5 of the project, including how each stage will be managed, coordinated and presented to IDA for review and approval.
- How you will engage with key stakeholders during the planning process, and how you propose to identify, manage and mitigate constraints and risks arising through stakeholder engagement, statutory processes, site conditions etc.
- Detail your approach to delivering value for money and achieving sustainable project outcomes, having regard to the specific requirements of the project. Your response should explain how sustainability, whole-life value, low-carbon design, material/resource efficiency, climate resilience and environmental risk reduction will be considered and incorporated into the design and planning process.

Reference to previous projects undertaken, where applicable, should be included to support your approach. Please note, you will be required to deliver the scope of services in accordance with the above methodologies if your tender is successful.

Assessment	Score	Indicators
Excellent	5	An excellent response will indicate: Comprehensive methodologies with excellent demonstrations of how the outlined risks will be avoided, mitigated or managed to secure the efficient delivery of the Project. The response should include an excellent detailed explanation and justification to be used to address the following: • Provide an overview of your approach to Stages 1, 2, 3, 4 and 5 of the project, including how each stage will be managed, coordinated and presented to IDA for review and approval.

		• How you will engage with key stakeholders during the planning process, and how you propose to identify, manage and mitigate constraints and risks arising through stakeholder engagement, statutory processes, site conditions etc. • Detail your approach to delivering value for money and achieving sustainable project outcomes, having regard to the specific requirements of the project. Your response should explain how sustainability, whole-life value, low-carbon design, material/resource efficiency, climate resilience and environmental risk reduction will be considered and incorporated into the design and planning process. Reference to previous projects undertaken, where applicable, should be included to support your approach. Please note, you will be required to deliver the scope of services in accordance with the above methodologies if your tender is successful.
Very Good	4	A very good response will indicate: Fully detailed methodologies with very good demonstrations of how the outlined risks will be avoided, mitigated or managed to secure the efficient delivery of the Project. The response should include a very good, detailed explanation and justification to be used to address the following: • Provide an overview of your approach to Stages 1, 2, 3, 4 and 5 of the project, including how each stage will be managed, coordinated and presented to IDA for review and approval. • How you will engage with key stakeholders during the planning process, and how you propose to identify, manage and mitigate constraints and risks arising through stakeholder engagement, statutory processes, site conditions etc. • Detail your approach to delivering value for money and achieving sustainable project outcomes, having regard to the specific requirements of the project. Your response should explain how sustainability, whole-life value, low-carbon design, material/resource efficiency, climate resilience and environmental risk reduction will be considered and incorporated into the design and planning process. Reference to previous projects undertaken, where applicable, should be included to support your approach. Please note, you will be required to deliver the scope of services in accordance with the above methodologies if your tender is successful.

Good	3	A good response will indicate: Detailed methodologies with a good demonstration of how the outlined risks will be avoided, mitigated or managed to secure the efficient delivery of the Project. The response should include a good led explanation and justification to be used to address the following: • Provide an overview of your approach to Stages 1, 2, 3, 4 and 5 of the project, including how each stage will be managed, coordinated and presented to IDA for review and approval. • How you will engage with key stakeholders during the planning process, and how you propose to identify, manage and mitigate constraints and risks arising through stakeholder engagement, statutory processes, site conditions etc. • Detail your approach to delivering value for money and achieving sustainable project outcomes, having regard to the specific requirements of the project. Your response should explain how sustainability, whole-life value, low-carbon design, material/resource efficiency, climate resilience and environmental risk reduction will be considered and incorporated into the design and planning process. Reference to previous projects undertaken, where applicable, should be included to support your approach. Please note, you will be required to deliver the scope of services in accordance with the above methodologies if your tender is successful.
Satisfactory	2	A satisfactory response will indicate: adequate methodologies with adequate demonstrations of how the outlined risks will be avoided, mitigated or managed to secure the efficient delivery of the Project. The response should include a satisfactory detailed explanation and justification to be used to address the following: • Provide an overview of your approach to Stages 1, 2, 3, 4 and 5 of the project, including how each stage will be managed, coordinated and presented to IDA for review and approval. • How you will engage with key stakeholders during the planning process, and how you propose to identify, manage and mitigate constraints and risks arising through stakeholder engagement, statutory processes, site conditions etc. • Detail your approach to delivering value for money and achieving sustainable project outcomes, having regard to the specific requirements of the project. Your response

		should explain how sustainability, whole-life value, low-carbon design, material/resource efficiency, climate resilience and environmental risk reduction will be considered and incorporated into the design and planning process. Reference to previous projects undertaken, where applicable, should be included to support your approach. Please note, you will be required to deliver the scope of services in accordance with the above methodologies if your tender is successful.
Poor	1	A poor response will indicate: Inadequate methodologies with inadequate demonstrations of how the outlined risks will be avoided, mitigated or managed to secure the efficient delivery of the Project. Response to each criteria is not supported with an adequate explanation and justification, as per below: • Provide an overview of your approach to Stages 1, 2, 3, 4 and 5 of the project, including how each stage will be managed, coordinated and presented to IDA for review and approval. • How you will engage with key stakeholders during the planning process, and how you propose to identify, manage and mitigate constraints and risks arising through stakeholder engagement, statutory processes, site conditions etc. • Detail your approach to delivering value for money and achieving sustainable project outcomes, having regard to the specific requirements of the project. Your response should explain how sustainability, whole-life value, low-carbon design, material/resource efficiency, climate resilience and environmental risk reduction will be considered and incorporated into the design and planning process. Reference to previous projects undertaken, where applicable, should be included to support your approach. Please note, you will be required to deliver the scope of services in accordance with the above methodologies if your tender is successful.
Nil Response	0	No response provided or the response provided does not in any way relate to the question asked.

See note on Quality Assessment responses at the end of this document.

6. Criterion D – Procurement Strategy and Delivery

Provide a detailed statement of the methodologies you will use to ensure the successful delivery of the project during the procurement stage for the appointment of the main works contractor. Your response should include a detailed explanation and justification of the methodology to be used to address each of the following:

- How you will manage the procurement of the Contractor to support the successful delivery of the project, including procurement planning, tender process management and coordination with the Employer's requirements.
- Explain how you will support the achievement of the project's time, cost, quality and sustainability objectives. Your response should explain how relevant green public procurement requirements will be incorporated, including technical specifications, award criteria, life-cycle considerations, verification of environmental claims and contract performance requirements, where appropriate.
- Explain how appropriate best practice award criteria will be applied in the procurement process, including how tender and award criteria will be structured to support quality, sustainability, deliverability, whole-life value and value for money.

Reference to previous projects undertaken, where applicable, should be included to support your approach. Please note, you will be required to deliver the scope of services in accordance with the above methodologies if your tender is successful.

Assessment	Score	Indicators
Excellent	5	An excellent response will indicate: Comprehensive methodologies with excellent demonstrations of how the tenderer will: • How you will manage the procurement of the Contractor to support the successful delivery of the project, including procurement planning, tender process management and coordination with the Employer's requirements. • Explain how you will support the achievement of the project's time, cost, quality and sustainability objectives. Your response should explain how relevant green public procurement requirements will be incorporated, including technical specifications, award criteria, life-cycle considerations, verification of environmental claims and contract performance requirements, where appropriate. • Explain how appropriate best practice award criteria will be applied in the procurement process, including how tender and award criteria will be structured to support quality, sustainability, deliverability, whole-life value and value for money. Reference to previous projects undertaken, where applicable, should be included to support your approach. Please note, you will be required to deliver the scope of services in accordance with the above methodologies if your tender is successful.
Very Good	4	A very good response will indicate: Fully detailed methodologies

		with very good demonstrations on how the tenderer will address: • How you will manage the procurement of the Contractor to support the successful delivery of the project, including procurement planning, tender process management and coordination with the Employer's requirements. • Explain how you will support the achievement of the project's time, cost, quality and sustainability objectives. Your response should explain how relevant green public procurement requirements will be incorporated, including technical specifications, award criteria, life-cycle considerations, verification of environmental claims and contract performance requirements, where appropriate. • Explain how appropriate best practice award criteria will be applied in the procurement process, including how tender and award criteria will be structured to support quality, sustainability, deliverability, whole-life value and value for money. Reference to previous projects undertaken, where applicable, should be included to support your approach. Please note, you will be required to deliver the scope of services in accordance with the above methodologies if your tender is successful.
Good	3	A good response will indicate: Detailed methodologies with detailed demonstrations of how the tenderer will address: • How you will manage the procurement of the Contractor to support the successful delivery of the project, including procurement planning, tender process management and coordination with the Employer's requirements. • Explain how you will support the achievement of the project's time, cost, quality and sustainability objectives. Your response should explain how relevant green public procurement requirements will be incorporated, including technical specifications, award criteria, life-cycle considerations, verification of environmental claims and contract performance requirements, where appropriate. • Explain how appropriate best practice award criteria will be applied in the procurement process, including how tender and award criteria will be structured to support quality, sustainability, deliverability, whole-life value and value for money. Reference to previous projects undertaken, where applicable, should be included to support your approach. Please note, you will be required to deliver the scope of services in accordance with the above methodologies if your tender is successful.
Satisfactory	2	A satisfactory response will indicate: Adequate methodologies with adequate demonstrations of how the tenderer will address: • How you will manage the procurement of the Contractor to

		support the successful delivery of the project, including procurement planning, tender process management and coordination with the Employer's requirements. • Explain how you will support the achievement of the project's time, cost, quality and sustainability objectives. Your response should explain how relevant green public procurement requirements will be incorporated, including technical specifications, award criteria, life-cycle considerations, verification of environmental claims and contract performance requirements, where appropriate. • Explain how appropriate best practice award criteria will be applied in the procurement process, including how tender and award criteria will be structured to support quality, sustainability, deliverability, whole-life value and value for money. Reference to previous projects undertaken, where applicable, should be included to support your approach. Please note, you will be required to deliver the scope of services in accordance with the above methodologies if your tender is successful.
Poor	1	A poor response will indicate: Inadequate methodologies with inadequate demonstrations of how the tenderer will address: • How you will manage the procurement of the Contractor to support the successful delivery of the project, including procurement planning, tender process management and coordination with the Employer's requirements. • Explain how you will support the achievement of the project's time, cost, quality and sustainability objectives. Your response should explain how relevant green public procurement requirements will be incorporated, including technical specifications, award criteria, life-cycle considerations, verification of environmental claims and contract performance requirements, where appropriate. • Explain how appropriate best practice award criteria will be applied in the procurement process, including how tender and award criteria will be structured to support quality, sustainability, deliverability, whole-life value and value for money. Reference to previous projects undertaken, where applicable, should be included to support your approach. Please note, you will be required to deliver the scope of services in accordance with the above methodologies if your tender is successful.
Nil Response	0	No response provided or the response provided does not in any way relate to the question asked.

Notes on Quality Assessment responses:

- Please respond to the criteria in the order stated, beginning your response to each criterion on a new page.
 - Responses to each criterion to extend to no more than 3no. A4 pages using Calibri size 11 font.
 - No Tables or Charts to be included except for those specifically requested in Criterion A and B. The requested charts can be provided in addition to the 3no. A4 page limit.
 - Any additional pages over and above the submission limits for each criterion will not be evaluated.
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