

APPENDIX A: AWARD CRITERIA (ITTs)

The contracts (Contract A – PWCF 5 + Contract B - LESC) will be awarded based on the Most Economically Advantageous Tender (MEAT) using the award criteria set out below and following the process as detailed in section 9 of the Instructions to Tenderers (ITTs).

Criteria Headings	Weighting	Maximum Score Available	Minimum Score Required
Price Criteria	60%	600	
A – Contract A (PWCF 5): Comparative Cost of Tender (as per section 9 in ITTs)	30%	300	N/A
B – Contract B (LESC): Lowest Priced Tender	30%	300	N/A
Technical Merit (Quality) Criteria	40%	400	
C – Contractor’s Construction Programme	10%	100	40
D – Project Specific Resourcing and Delivery Narrative	10%	100	40
E – Guaranteed Heat Supply, Performance and Fuel Management	10%	100	40
F – Public Sector Biomass Pilot Support (PSBPS) Compliance and Customer Service & Reporting	10%	100	40
Total Maximum Score	100%	1,000	

Price Criteria – (600 total marks)

The Price Criteria comprise of two (2) criteria as outlined below:

A – Contract A (PWCF 5): Comparative Cost of Tender (300 marks)

This price criterion is related to the Public Works Contract (Contract A). The Comparative Cost of Tender is calculated in accordance with section 9 within the ITTs.

The lowest (bona fide) Comparative Cost of Tender will be awarded the full available marks for this criterion.

The other Tenderers will be awarded marks relative to the lowest Comparative Cost of Tender using the following formula: $\{1 - [(B-C)/C]\} \times A$

Where:

A = The total marks available for Price Criterion (300 marks)

B = Comparative Cost of Tender Price being assessed

C = Lowest Comparative Cost of Tender

B – Contract B (LESC): Lowest Priced Tender (300 marks)

This price criterion is related to the Local Energy Supply Contract (Contract B). The Total Tender Price from the Tenderer's submitted Pricing Document B (included within Volume C) will be used for assessment of this criterion.

- a) **Note: The Total Tender Price in the Pricing Document B must NOT be carried forward to the Form of Tender and Schedule applicable to Contract A only. There is no Form of Tender and Schedule applicable to Contract B.**

The lowest (bona fide) Priced Tender will be awarded the full available marks for this criterion.

The other Tenderers will be awarded marks relative to the lowest Priced Tender using the following formula: $\{1 - [(B-C)/C]\} \times A$

Where:

A = The total marks available for Price Criterion (300 marks)

B = Price of Tender being assessed

C = Lowest Priced Tender

Technical Merit (Quality) Criteria – (400 total marks)

Tenders will be evaluated by an evaluation panel. Quality criteria scores will be arrived at using objective evidence, the professional judgement of the panel and the methodology detailed in this document and the ITTs. A “0-5 marking system” will be used as set out in table 5 below.

A mark will be awarded to each criterion from 0 to 5. This mark using the appropriate multiplier, will be used to calculate the score to be awarded.

For example, if a maximum score of 100 is available for a criterion, the base score multiplier is 20 (100 / 5). If the Tenderer is marked 5 (excellent), a score of 100 marks will be awarded (20 x 5). If the Tenderer is marked 2 (a response where significant reservations exist), a score of 40 marks will be awarded (20 x 2).

Each quality criterion will be evaluated based on the following matrix:

Indicator	Score
An excellent response: Exceeds the requirement. An excellent response that answers the question with precision and relevance. Exceptional demonstration by the Tenderer of the relevant ability, understanding, experience, skills, resources and quality measures required to provide the Works. Includes improvement through added value/innovation.	5
A very good response: The proposal meets the required standards, which may include additional benefits. A good response in terms of detail and relevance to the question. A good demonstration by the Tenderer of the relevant ability, understanding, experience, skills, resources and quality measures required to provide the Works.	4
An acceptable response: The proposal satisfies the required standard, perhaps with very minor reservations. A response with an acceptable level of detail and relevance. An acceptable demonstration by the Tenderer of the relevant ability, understanding, experience, skills, resources, and quality measures required to provide the Works.	3
An unsatisfactory response: The proposal is unsatisfactory and fails to meet the required standard in most aspects. The response contains limited or irrelevant information and/or only partially addresses the question. Significant reservations as to the Tenderer’s relevant ability, understanding, experience, skills, resources and quality measures required to provide the Works.	2
An inadequate response: The proposal is inadequate and fails to meet the required standard. The response has an inadequate level of detail provided; and/or questions have not been answered; and/or answers are not directly relevant to the question. Major reservations as to the Tenderer’s relevant ability, understanding, experience, skills, resources and quality measures required to provide the Works.	1
Not eligible for consideration: No response: or the response completely fails to meet the required standard. The response is completely deficient in terms of details and relevance. Completely fails to demonstrate that the Tenderer has the ability, understanding, experience, skills, resources and quality measures required to provide the Works.	0

C - Contractor's Construction Programme (100 marks)

In accordance with the project duration as set out in the Form of Tender and Schedule Part 1G, the Tenderer is to provide the following:

- 1) A Level 4 EPC (Engineering, Procurement, Construction) Schedule programme **per school** within the Bundle (Clause 4.9 of the Public Works Contract).
- 2) A high-level programme for the **overall bundle** identifying key start and finish dates for the following items per school:
 - a. Construction start and finish date
 - b. "Biomass cabin operational" date (biomass cabin delivered, installed, commissioned and operational on site)
 - c. "Heat Supply" date (when biomass contractor will commence selling heat to the school)
 - d. Technical submittals management for all requirement plant and equipment in the biomass cabin
 - e. Integrated heating system commissioning with the separately appointed Works Contractor (all works to be completed for Substantial Complete by end of September 2027).

The detailed Gantt chart programmes will be Microsoft Project TM compatible and should be submitted in native and pdf formats clearly legible at A3 size.

The programme should be sufficient to demonstrate the Tenderer's proposed approach to the delivery of each individual school, the overall delivery of the bundle of schools and as a minimum should detail the following:

- a. How the tenderer intends to execute the Works in accordance with the dates for Substantial Completion of the Works/Sections including condition approvals, procurement phasing, construction, testing, commissioning and final operation of Works and the sequencing and timing of inspections and tests.
- b. Inclusion and identification of the programme contingency as set down in Clause 9.4 (Programme Contingency).
- c. Critical path, float and other flexibility.
- d. Period of time for the Employer and the Employers Personnel to consider Required Contractor Submissions under Clause 4.7 (Required Contractor Submissions) of the Contract.
- e. Identify the preparation time for obtaining any consents required to be obtained by the Contractor including in response of utility connections.
- f. The programme(s) should also clearly demonstrate that the tenderer has a thorough understanding of the key issues associated with each of the stages of the development, particularly as set out, in any Phasing, Sequencing & Contractors Restrictions Plan of the Main Contract Preliminaries and where required supporting breakout programme(s) should be provided in order to demonstrate this clearly.

- g. Programme(s) should clearly indicate timelines that demonstrate the tenderer understands the key issues associated with testing, commissioning, demonstrations training and where attendance is required for each of the Stages of the developments.
- h. The programme(s) should clearly identify long lead items and the estimated duration from ordering to delivery. In addition, the program shall indicate the materials/ items that the contractor considers are required to be ordered at commencement of the project and how this early procurement will be managed by the main contractor and the specialist sub-contractors.

Response is limited to: MAX 1nr A3 sheet single sided per school in bundle. Supporting text on Max 2 A4 single sided pages.

D - Project Specific Resourcing and Delivery Narrative (100 marks)

The Tenderer to provide a project specific organogram showing the project team proposed within the overall company structure (where separate project teams are proposed for schools within the bundle, the Tenderer shall clearly identify which teams are assigned to each school).

The Tenderer to provide a written narrative considering the overall Bundle Specific Requirements and shall demonstrate a clear understanding of the works on each school site within the Bundle and their implementation and should particularly address the following:

- a. Managing the co-ordination of all works packages and sub-contractors and general supply chain.
- b. Set out the proposed sequence of works and approach to management of phasing (if applicable) and policies to ensure adherence to programme and delivery of all schools within the bundle.
- c. Brief summary of key challenges pertinent to the management of the overall bundle and each school site and how the Tenderer would approach resolving them.
- d. Set out approach to project handover, including testing and commissioning, in-house snagging polices, and health & safety file compilation, etc.
- e. Set out approach to managing and complying with relevant health and safety legislation.
- f. Approach to managing working on live occupied school site (if applicable).

Response is limited to: MAX 6nr A4 pages single sided.

E - Guaranteed Heat Supply, Performance and Fuel Management (100 marks)

The Tenderer to explain how they will ensure continuity of heat supply throughout the contract period. Detail any service level commitments, plant availability guarantees, performance KPIs and contingency arrangements for equipment failures.

Describe your proposed fuel supply arrangements, including sourcing, delivery scheduling, quality control measures, storage management and contingency arrangements for fuel shortages.

Tenderers are required to provide:

- Demonstration of a reliable supply of biomass fuel that can meet the Wood Fuel Specification at Schedule 2 of Local Energy Supply Contract.
- Details of the location, type, quality and quantity of the wood fuel to which the Tenderer has access in order to meet the requirements of the contract.
- Detail of third-party quality assurance certification of wood fuel producers.

Response is limited to: MAX 3nr A4 pages single sided.

F – Public Sector Biomass Pilot Support (PSBPS) Compliance and Customer Service & Reporting (100 marks)

The Tenderer to describe how they will ensure ongoing compliance with all applicable renewable heat incentive and regulatory requirements, including fuel sustainability reporting, metering obligations, emissions requirements and audit support.

In addition, the Tenderer to describe the management information and reporting that will be provided to the School Authority throughout the contract period, including energy consumption, heat production, fuel usage, carbon savings and plant performance.

Response is limited to: MAX 3nr A4 pages single sided.