Appendix A – Prequalification: Contractors Assessment

PRE-QUALIFICATION: CONTRACTORS ASSESSMENT

(To be read in conjunction with Design Team Procedures - Procurement of Contractors)

Project: Existing Oil Boiler Heating System to be replaced with Gas Boiler heating system and LPG storage tanks upgrade and associated Civil Works.

Contractor Name:

SAQ Ref	Criterion	Verification	Y/N
3.1	Personal Situation	Personal Situation Declaration requested from Candidate and verified	
3.3a	Turnover	Evidence requested from Candidate and verified	
3.3c	Banker's Letter	Evidence requested from Candidate and verified	
3.3e	Professional Indemnity Insurance	Covered by declaration at the end of the SAQ and will be sought at contract award stage if the Candidate becomes the Preferred Bidder. **Evidence required before final shortlisting**	**See Note**
3.3f	Public Liability Insurance	Covered by declaration at the end of the SAQ and will be sought at contract award stage if the Candidate becomes the Preferred Bidder. **Evidence required before final shortlisting**	**See Note**
3.3g	Employers Liability Insurance	Covered by declaration at the end of the SAQ and will be sought at contract award stage if the Candidate becomes the Preferred Bidder. **Evidence required before final shortlisting**	**See Note**
3.3h	Performance Bond	Covered by declaration at the end of the SAQ and maybe sought at contract award stage if the Candidate becomes the Preferred Bidder. **Evidence required before final shortlisting**	**See Note**

3.4a Educational and Professional Qualifications (Management) [Max 25 marks]

Criterion	Max Marks available	Assessment	Score
Organisational Chart	**5**	**Details to be provided by Candidate with SAQ**	
Total	**5**	**(Pass mark required 40% i.e. 2 marks)**	
Contracts Manager (15 marks) Minimum Standard Greater experience Professional Qualification Certified Training	 **6** **4** **2** **3**	**Details to be provided by Candidate with SAQ**	
Total	**15**	**(Pass mark required 40% i.e.6 marks)**	
Health & Safety Manager (5 marks) Minimum Standard Certified Training	 **2** **3**	**Details to be provided by Candidate with SAQ**	

Total	5	**(Pass mark required 40% i.e. 2 marks)**	

3.4b Educational and Professional Qualification (Personnel) [Max 30 marks]

Criterion	Max Marks available	Assessment	Score
Foreman (22.5 marks) Minimum Standard Greater experience Professional Qualification Certified Training	 **9** **5** **3.5** **5**	**Details to be provided by Candidate with SAQ**	
	22.5	**(Pass mark required 40% i.e. 9 marks)**	
Site Safety Officer (7.5 marks) Minimum Standard Greater Experience Certified Training	 **3** **2.5** **2**	**Details to be provided by Candidate with SAQ**	
Total	**7.5**	**(Pass mark required 40% i.e. 3 marks)**	

3.4c List of Works carried out over the last 5 years [Max 45 marks (3x15 marks)]

Criterion	Max Marks available	Assessment	Score
Project 1 (15 marks) Similar in nature and complexity Educational Project Programme Quality Contract Management	 **6** **1** **2** **3** **3**	**Details to be provided by Candidate with SAQ**	
Total	**15**	**(Pass mark required 40% i.e. 6 marks)**	
Project 2 (15 marks) Similar in nature and complexity Educational Project Programme Quality Contract Management	 **6** **1** **2** **3** **3**	**Details to be provided by Candidate with SAQ**	
Total	**15**	**(Pass mark required 40% i.e. 6 marks)**	
Project 3 (15 marks) Similar in nature and complexity Educational Project Programme Quality Contract Management	 **6** **1** **2** **3** **3**	**Details to be provided by Candidate with SAQ**	
Total	**15**	**(Pass mark required 40% i.e. 6 marks)**	

SAQ Ref	Criterion	Verification	Y/N
3.4d	Measures for ensuring quality	Evidence requested from Candidate and verified	
3.4e	Average annual manpower	Evidence requested from Candidate and verified	
3.4(1)	Health and Safety Competence as Contractor	H&S Declaration requested from Candidate and verified	
3.4(2)	Health and Safety Competence as PSCS	Evidence requested from Candidate and verified	

DECLARATION

ESPD (above Eu threshold) / Appendix A Applicants Self Declaration Re Regulation 57 (below EU Threshold) provided	**Yes/No**	**N/A**

QW 2 Part 2 – Returned & Signed by Applicant	**Yes/No**	**N/A**