Appendix 3A Further Details on Award Criteria for Local Area Term Maintenance & Refurbishment Works for Dublin City Council

The tenderer(s) who have submitted a responsive tender and have passed the selection criteria will have their tender evaluated under all award criteria. **Note that award criteria include submitting a fully completed Pricing Schedule**. These tenderer(s) will be considered for inclusion in the Multi party Framework Agreement for Local Area Term Maintenance & Refurbishment Works in Dublin City Council. Failure to complete any part of the Pricing Schedule in full will result in elimination from the competition.

The framework agreement for each Lot will be established on the basis of the most economically advantageous compliant tender taking into account the following award criteria and weightings:

	Award Criteria	**Weightings**	**Minimum Score**	**Total Possible Score**
A	Notional Tender Total (Volume B)	80%	N/A	8,000
B	Contract Management Proposals	10%	500	1,000
C	Proposed Methodology for delivery of the works	10%	500	1,000
	Total	100%		10,000

Award of contract may be subject to a clarification meeting. It would be essential that the key personnel assigned to this contract must be available and present at this meeting.

Criterion A – Notional Tender Total (Volume B) – 8000 Marks

As per document 'ITTW-7 Instructions to Tenderer Term Maintenance', the score for Notional Tender Total will be assessed as follows: Each tender will be given a score using the following formula:

The score for Notional Tender Total will be assessed as follows: Each tender will be given a score using the following formula:

$$S = \left(\frac{H - T}{H - L}\right) \times M$$

where

S is the score to be given to a tender for the criterion "Notional Tender Total"

T is the Notional Tender Total derived from the tender in question

L is the lowest Notional Tender Total from the compliant tenders received

H is the highest Notional Tender Total from the compliant tenders received

M is the maximum score for the criterion.

Tenderers must fully complete document 'Volume C - TMC Pricing Document' in relation to Criterion A. Failure to complete any part of the Pricing Schedule in full will result in elimination from the competition.

Tenderers must submit one Pricing Document only, which will cover Lots 1-11. Tenderers who are successfully admitted to at least one of Lots 1-11 will be eligible for appointment to Lot 12. Where more than 16 tenderers are eligible for appointment to Lot 12, the highest-ranked 16 tenderers based on their overall tender score shall be admitted to Lot 12.

Only one pricing document will be accepted from each tenderer.

NOTE : ***Tenderers should note that they must achieve a minimum rating of 50% for Criteria (B) and (C) in order to avoid elimination from the competition.***

Criterion B **– Contract Management Proposals 1000 marks**

Tenderers must provide comprehensive details which will describe how they propose to address the execution and performance monitoring of the term maintenance framework agreement as more particular set out in the Service Level Agreement (SLA) attached to these tender documents. Tenderers response must address how they propose to fulfil:

The General Service Requirements as set out in Section 2.3 of the SLA as attached to these tender documents and the Health and Safety Requirements as set out in Section 2.4 of the SLA as attached to these tender documents.

In returning this Criteria, Tenderers must provide a comprehensive statement explaining how they will meet each of requirements in the SLA.

Tenderers must provide a comprehensive statement outlining how they will meet each of the numbered requirements under sections 2.3 and 2.4 of the SLA. This statement **cannot exceed 2,000 words.** If the statement exceeds 2,000 words only the first 2,000 words will be taken into consideration.

Tenders must score a minimum of 500 marks overall in this criteria. Submissions scoring below this minimum will be eliminated from further consideration.

The formula for calculating scores for this criterion (Criterion B) will **not** use the methodology set out in ITTW7 Instructions to Tenderers _Term Maintenance' page 22 (3).

Instead, a mark between 0% and 100% will be applied based on the quality of the response to this criterion, using the methodology outlined in the table below, and the percentage awarded using this methodology will be multiplied by the maximum marks available for the criterion, to calculate the score to be awarded for this criterion.

Criterion C – Proposed Methodology for delivery of the works 1000 marks

Tenderers must demonstrate their proposed approach and methodology for delivery of the works, including any associated risks, by submitting Sample Project Plans including timelines for the refurbishment of the following properties (as more particularly set out in the samples for the following Works attached to these tender documents):

- Zero bed unit
- Two bedroom apartment
- Three bed house

The timelines submitted must as part of tenderers responses reflect the fact that the contractor will be carrying out up to 40 refurbishments at a given time. Tenderers are not required to price these Task Orders as marks are not awarded for Price in this criteria.

In addition, Tenderers will be assessed on their proposed approach to the requirements of the Task and Order, recognise the works that will be required and their proposed methodology to accurately sequence the works. Marks are not given for how quickly the Task Order can be completed.

Tenderers must submit a methodology not exceeding 2,000 words (if the statement is longer than 2,000 words only the first 2,000 words will be taken into consideration).

Tenderers must score a minimum of 500 marks overall in this criteria. Submissions scoring below this minimum will be eliminated from further consideration.

The formula for calculating scores for this criterion (Criterion C) will **not** use the methodology set out in ITTW7 Instructions to Tenderers _Term Maintenance' page 22 (3).

Instead, a mark between 0% and 100% will be applied based on the quality of the response to this criterion, using the methodology outlined in the table below, and the percentage awarded using this methodology will be multiplied by the maximum marks available for the criterion, to calculate the score to be awarded for this criterion.

Methodology for Scoring of Qualitative Criteria – Criterion B & C

Marks in the score ranges outlined below can be awarded where responses so merit additional marks.

Weighting	Meaning
90% - 100%	Excellent response with very few or no weaknesses exceeds requirements, and provides comprehensive, detailed, and convincing assurance that the Tenderer will deliver to an excellent standard.
70% - 89%	A very good response that demonstrates real understanding and fully meets the requirements and assurance that the Tenderer will deliver to high standard.
50% - 69%	A satisfactory response, which demonstrates a reasonable understanding of requirements and gives reasonable assurance of delivery to an adequate standard but does not provide sufficiently convincing assurance to award a higher mark.
30% - 49%	A response where reservations exist. Lacks full credibility/convincing detail, and there is a significant risk that the response will not be successful.
1% - 29%	A response where serious reservations exist. This may be because, for example, insufficient detail is provided, and the response has fundamental flaws, or is seriously inadequate or seriously lacks credibility with a high risk of non-delivery.