

APPENDIX 2 – EVALUATION CRITERIA

Cost

This criterion is used to assess over the life of the contract which tender has the most advantageous economic cost to the three councils and includes the cost of delivery of the service (revenue) and the cost of the plant (capital). The cost of the plant is being met by the council as purchase by the councils offers the greatest value.

Tier 2 Cost and Commercial Criteria	Available Scores	Required Minimum Weighted Score	Maximum Weighted Score
Total Contract Cost	0-10	n/a	45.00%
Contractor Risk Position	0-10	2.50%	5.00%
Total			50.00%

The Total Contract Cost criterion will be evaluated in accordance with the following formula to calculate the Tenderer's weighted score for that criterion:

$(\text{Lowest 'Total Contract Cost'} \div \text{Tenderer's Total Contract Cost}) \times 45\%$

The remaining Tenders will then receive scores expressed as an inverse proportion of the lowest price. All results will be rounded to two decimal places.

Contractor Risk Position

The Authorities invited Tenderers to provide comments/mark-ups on the updated Contract with exception to the following areas, as these were considered critical to the successful delivery of the outcomes to the contract.

- Schedule 2 – Authority's Requirements;
- Schedule 4 – Performance Management Framework;
- Schedule 5 – Payment Mechanism;
- Schedule 9 – Performance Bond; and
- Schedule 14 - Parent Company Guarantee.

The mark-up submitted as part of the Final Tender submission should reflect the position agreed with the Authorities during the negotiation stage. The requirement is set this way because detailed negotiations were held with bidders on the contract terms during the process.

Quality Criteria

These criteria are used to assess how the bidder intends to deliver the service whilst meeting the requirements of the councils. It should be noted that the elements labelled Related Services apply to North Norfolk and Breckland only as these services will remain delivered in house in the area of this Council.

Tier 2 Quality Criteria	Tier 3 Quality Criteria (Method Statement)	Available Scores	Individual Question Score	Required Minimum Weighted Score	Maximum Weighted Score	
Mobilisation	MS1 – Mobilisation Plan	0-10	2.50%	n/a	2.5%	
Management	MS2 – Contract Management Plan	0-10	2.50%	n/a	6.50%	
	MS3 – Health & Safety Plan	0-10	2.50%	1.25%		
	MS4 – Customer Care Plan	0-10	1.50%	n/a		
Resources Deliverability	&	MS5 – Depot Management Plan	0-10	1.00%	n/a	10.00%
		MS6 – Plant & Resourcing Plan	0-10	6.00%	n/a	
		MS7 – Maintenance Plan	0-10	3.00%	n/a	
Waste Services	MS8 – Household Recyclables Collection Service Plan	0-10	7.00%	3.50%	22.00%	
	MS9 – Household Residual Waste Collection Service Plan	0-10	7.00%	3.50%		
	MS10 – Other Household Collection Services Plan	0-10	3.00%	0.90%		
	MS11 – Commercial Waste Collection Service Plan	0-10	5.00%	1.50%		
Related Services	MS12 – Street Cleansing Services Plan	0-10	4.50%	n/a	9.0%	
	MS13 – Grounds Maintenance Services Plan	0-10	4.50%	n/a		
Total			50.0%		50.0%	