

Tender Evaluation

Project Title	Pine Grove Atrium Roof
Tenders Received	

Tender Evaluation Criteria/ Matrix

MEAT	Overall Weighting	Category	Category Weighting	Element	Element Weighting
PRICE	20%	Financial	20%	Cost/ Competativeness	Price Evaluation Matrix
QUALITY	80%	Technical	15%	Capability of company to carry out the specified works	5%
	Materials manufactured in house or readily available.			5%	
	Programme of works provided and in line with timescales requests.			5%	
		Health and Safety	16%	Relevant accreditations in H&S and as required for trades used. E.g NICEIC	4%
				Detailed working practices and procedures/ emergency procedures	4%
				Appropriate Health and Safety Policy provided or available via website.	4%
				Competent contractor with experience, training and qualifications.	4%
		Service Delivery	18%	Company history and experience in the required trades.	4%
				References provided of previous work and received satisfactory responses.	3%
				Communication structure, provides a responsible person for contact during works	3%
				Ability to complete works before October 2023	4%
		Quality	15%	Insurance Cover in place sufficient	4%
				Customer Care/ Warranty of material and workmanship	4%
				Quality of previous work from references/ local projects viewed.	3%
				Professional Membership/ Accreditation	2%
		Environment	16%	Experience on similar projects	4%
				Aftercare provided	2%
				Policy/ Commitment to reducing greenhouse gases	4%
				Distance from site to company for travel during project. Target of 40 miles.	4%
				Materials supplied impact. E.G recycled vs primary manufacture process.	4%
				Waste Management and disposal methods/ recycling	4%

Scoring System

Excellent	Exceeds the required standard. Response answers the question with precision and relevance. Includes improvement through innovation/ added value	5
Good	Meets the standard required. Comprehensive response in terms of detail and relevance to the question.	4
Acceptable	Meets the standard in most aspects but fails in some areas. Acceptable level of detail, accuracy and relavance.	3
Limited	Fails the standard in most aspects but meets some. Limited information/ inadequate/ only partially addresses the question.	2
Inadequate	Significantly fails to meet the standard. Inadequate detail provided/ questions not answred/ answers not directly relevant to the question.	1
Not Eligible for	Completely fails to meet the standard. Response significantly deficient/ no response	0

Pricing Evaluation

Percentage Rating	Value of Quote
20%	Less than £30,000.00
19%	£ 30,500.00
18%	£ 31,000.00
17%	£ 31,500.00
16%	£ 32,000.00
15%	£ 32,500.00
14%	£ 33,000.00

Quote A	13%	£	33,500.00
	12%	£	34,000.00
	11%	£	34,500.00
	10%	£	35,000.00
	9%	£	35,500.00
	8%	£	36,000.00
	7%	£	36,500.00
	6%	£	37,000.00
	5%	£	37,500.00
	4%	£	38,000.00
	3%	£	38,500.00
	2%	£	39,000.00
	1%	£	39,500.00
	0%	£	40,000.00