

**North Wales Science trading as Xplore!**

**Phase 1 First floor**

Planetarium room build, office relocation, stairwell refurbishment and lift installation

**Phase 2 Ground floor**

LaunchPADLansio room build, kitchen installation and café redesign and installation

**Ref: AS/JC/07/10/2025**

**Invitation to Tender (ITT) – Part B Award Criteria Response Document**

**Tender Return Deadline Date:** 2nd November at 5pm

19 Award Criteria – Commercial - Pricing

Please read Appendix 1a - Award Criteria Scoring Mechanism for a detailed breakdown of all scores and the applicable tender evaluation methodology.

19.1 Pricing - Schedule of Works – 65% weighting

**Please complete documents prepared by Thornber & Walker which include - Main Summary, Preliminaries documents, and contract sum analysis.**

The prices quoted should be provided in a manner that shows a breakdown of the details of the Total Price for the contract in order to provide transparency.

**The prices provided will be deemed to be fixed for the duration of the contract**.

**For any United Kingdom based Economic Operators the Pricing in the Schedule of Works should be in British pound sterling and shall be exclusive of VAT @20% and include all other Taxes and Tariffs, where applicable.**

Please read Appendix WGU1 - Award Criteria Scoring Mechanism for a detailed breakdown of all scores and the applicable tender evaluation methodology.

20. Award Criteria – Quality – 30% weighting

Please complete the following method statements outlining how your solution will meet the following technical requirements.

20.1 Contract Delivery and Implementation Plan (60% weighting) (Maximum 5 marks per bullet point, 30 Maximum marks in total)

Please provide a method statement outlining how your organisation will ensure the successful contract delivery and implementation of the building works associated with Phases 1 & 2 of Xplore! 2.0 at Xplore! Science Discovery Centre.

The response must also cover the following points:

* Please provide details of your proposed methods of segregating staff and visitors from the works. Clearly identify your site establishment(s), pedestrian and vehicular access routes and waste compound.
* Describe how you will communicate with the Client’s representative(s) to keep them updated with project progress, risks and any other relevant aspects.
* Provide details of relevant key personnel including on-site persons, please include an organisation chart and Curriculum Vitae (CV) including experience, skills and qualifications in order to successfully deliver and implement this contract. Please describe an estimated projection of the apportionment of time against each role in relation to this contract’s delivery.
* A detailed construction programme set out in Gannt Chart format including tasks, durations, interdependencies, the Gannt chart must indicate the critical path. Please describe your approach to managing the timescales and mitigating any slippage. You must clearly identify any lead-in times for critical elements.
* Please provide a statement on how you will approach successful delivery of a quality product, including supply chain selection, inspections, personnel, snagging, handover and post-contract defects.
* Please provide a statement on how you will meet the sectional completion requirements, and how the different sections of work are to be delivered within the overall programme.

**Maximum 15 Sides A4 Page for Response (excluding organization chart, CV’s cashflow, construction programme) (Text Size 11) – If providing separate document for the response, please include Question number and Question description.**

20.2 Health and Safety Considerations & Other Regulatory Requirements (15% weighting) (Maximum 5 marks per bullet point, 20 Maximum marks in total)

Please provide a method statement outlining any

* In accordance with Regulation 13 of the CDM Regulations 2017, please provide a method statement on how you as the Principal Contractor will plan, manage and co-ordinate health and safety matters during the construction phase.
* Health and Safety Considerations as well as any other Regulatory requirements required in order to successfully implement this contract. This shall include but not limited to Health and Safety Requirements in accoradance with UK Legislation (or equivalent).
* Please provide a method statement of how you propose to deal with the waste arising from the works, what methods are being proposed to implement a waste segregation programme and how you are striving towards “Zero to Landfill”.
* Please provide details of your proposed site constraints and phasing along with a method statement of how any interfaces with the staff and visitors will be managed.

**Maximum 6 Sides A4 Page for Response (Text Size 11) – If providing separate document for the response, please include Question number and Question description.**

20.3 Risk Management (Weighting 10%) -(Maximum 5 marks per bullet point, 10 Maximum marks in total)

Please provide a detailed risk register detailing the following:

* Risks and main challenges associated with the delivery of this Contract
* The actions you will put in place to mitigate against the identified risks and overcome any challenges

**Maximum 3 Sides A4 Page for Response (Text Size 11) – If providing separate document for the response, please include Question number and Question description.**

20.4 Quality Management (Weighting 10%) -(Maximum 5 marks per bullet point, 10 Maximum marks in total)

Please provide a detailed method statement detailing the following:

* Please provide a statement on how you will approach successful delivery of a quality product, including supply chain selection, inspections, personnel, snagging,
* Please provide a statement on how you will manage the handover process and post contract defects.

**Maximum 3 Sides A4 Page for Response (Text Size 11) – If providing separate document for the response, please include Question number and Question description.**

20.5. Fair Work Practices (Weighting 5%)-(Maximum 5 marks per bullet point, 35 Maximum marks in total)

The University has adopted the Welsh Government’s Code of Practice on Ethical Procurement in Supply Chains. This is designed to ensure that high-quality public services are delivered throughout Wales by a workforce that is treated legally, fairly and safely, and is well-rewarded. This Code includes a commitment to consider promoting the Living Wage in relevant contracts.

Evidence of fair work practices may include:

• a fair and equal pay policy that includes a commitment to paying all staff at least the Living Wage

• becoming an accredited Living Wage Employer

• ensuring that all staff have access to training and development opportunities

• promoting equal opportunities for all staff regardless of age, gender, disability, religion, race and sexual orientation

• stable employment, avoiding inappropriate use of zero-hours contracts, and umbrella employment firms

• flexible working arrangements to allow support for carers, and for family-friendly working

• supporting workforce engagement, for example Trade Union recognition and representation, or other arrangements for empowering staff.

In order to ensure high standards of service quality in this contract we expect the Economic Operators to take a similar approach in relation to ethical working practices.

Please describe how you will commit to fair working practices for workers engaged in the delivery of this contract (including any agency or sub-contracted workers). Answers need to be constrained to the example bullet points above given in the guidance alongside this question. Good answers will reassure evaluators that your company takes a positive approach to ensuring that your workers are subject to fair work practices, receive fair pay and have opportunities to develop skills.

Your answer should refer to the supply chain involved in this Contract footprint only.

**Maximum 4 Sides A4 Page for Response (Text Size 11) – If providing separate document for the response, please include Question number and Question description.**

21. Award Criteria – Social Value Delivery – 5% weighting

Introduction

This Section sets out the methodology that the University will follow to evaluate Social Value submissions from Tenderers as part of this tender. **Please note that it is essential that Tenderers watch the ‘Dos and Don’ts’ and ‘how to bid and use the Social Value Calculator’ videos, which represents best practice for completing a Social Value submission, before submitting their Social Value proposal.**

Please note that you must have a Social Value Portal account and be **logged in order to view the content on the SVP Support site** **links**. If you do not have this, please ensure you set this up as soon as possible and well before the deadline for making a submission.

**Do’s & Don’ts** links -

<https://support.socialvalueportal.com/hc/en-gb/articles/4418109087249-dos-and-don-ts>

<https://www.youtube.com/watch?v=mD_XUSnrzrI&list=PL9xWnP1O6Y3NFgdt74j1-tYFcAcmpiaBM>

**How to submit your bid** links -

<https://support.socialvalueportal.com/hc/en-gb/articles/13832145888401-How-to-submit-your-bid-on-the-Portal->

<https://support.socialvalueportal.com/hc/en-gb/articles/14008866353937-Video-How-to-submit-your-bid-on-the-Portal->

More information on registering on the Social Value Portal can be found in the ‘[Completing your Social Value Submission’](#_Completing_your_Social) section of this document.

Social Value Responses – Overview

The University is committed to a performance and evidence-based approach to Social Value, based on the Wales National TOMs (Themes, Outcomes and Measures) developed by the Social Value Portal. Tenderers are required to propose credible targets against which performance (for the successful tenderer) will be monitored. The social value measurement framework used in this tender process has been tailored and bespoke to reflect the specific priorities of the University, using the Wales National TOMs as a template. Tenderers will be able to access the bespoke priority TOM’s measures, once registered on the Social Value Portal.

**Please note that the University is not prescriptive as to which Wales National TOM’s measures tenderers can select to set targets as part of their Social Value proposals. Tenderers are free to choose those measures that they consider appropriate. However, a key success factor for Tenderers will be to demonstrate their ability to deliver against the targets selected, which should be proportional and relevant to their business and this specific contract. Tenderers should note that targets will be treated as contractual commitments if the tenderer is successful and will be reflected in the relevant contract.**

Social Value Bid Requirements

Important notes

1. The social value weighting for this Tender has been set at 5% of the overall total weighting to encourage Tenderers to maximise the social value they offer for this opportunity which also includes Price (65% weighting) and Quality (30% weighting) which totals 100%.
2. Tenderers’ social value proposals should relate to what will be delivered directly as a result of this contract only. Social value or corporate social responsibility initiatives being delivered as business as usual and/or outside of this contract must not be included in a Tenderer’s social value proposal.
3. The core requirements of the contract cannot be included within social value targets – social value targets must go above and beyond what a supplier is contracted and paid to deliver. However, Tenderers can select any of the TOMs that are listed in Schedule 1 Appendix 1c.
4. Care must be taken by Tenderers to ensure the target levels they set align with the duration of the contract. Some target units are annualised (notably Full-Time Equivalents or FTEs (Full Time Equivalents)), so for these measures contract durations of less than one year will require a fraction of a full FTE (Full Time Equivalents), while contract durations of longer than one year will require a multiple of a full FTE. Please check the guidance for further information.
5. It is important that Tenderers are genuine and confident in their ability to deliver Social Value proposals made, as the University will contractualise these commitments with the winning Tenderer which will then be monitored and reported on periodically. See the contract where this is set out, which will be finalised with the proposal of the winning Tenderer prior to award.
6. The Tenderer’s ability to deliver its social value targets will be evaluated as part of the submission. Each submission must include supporting evidence provided by the tenderers. Where evidence provided is deemed to be inadequate, this will be scored according to the scoring matrix.

The University has provided a list of North Wales support network organisations that are willing to support the successful Tenderer to deliver social value commitments. Please refer to **Appendix 1c – Social Value TOMS measures** for more information. Tenderers are not required to co-operate with such organisations. This information is provided for information only and it will be for each Tenderer to put forward their own proposals and conduct their own due diligence to ensure compliance with contractual commitments made regarding social value.

Tenderers are required to complete the following as part of their tender:

**A** A Quantified Social Value Proposal (see ‘[**Quantitative Social Value Proposal**](#_Quantitative_Assessment:)**’** below); and

**Evidence** describing the Tenderer’s overall approach to social value delivery for the contract and an explanation of how the social value being offered will be delivered against each of the measures offered (see ‘[**Qualitative Social Value Proposal**](#_Qualitative_Assessment:)**’** below).

1. Quantitative Social Value Proposal

Tenderers will be provided with online access to a page (the ‘Social Value Calculator’) on the Social Value Portal with the Wales National TOM’s that the University is using for this project. Tenderers are required to complete and submit a response through the Social Value Calculator on the Social Value Portal before the deadline set for tender submissions in the ITT. The completed Calculator will form the basis of the quantitative element of the Social Value submission.

Making Social Value Offer Submissions

As part of their tender submissions, Tenderers are required to submit a Social Value Offer, for the project. This is set out in more detail in the following paragraphs:

Using the Portal, Tenderers are to set out the social value they will offer for the entire project. In calculating their Social Value tenderers are to set out the social value they will offer for the contract value for the project.

 Once completed by Tenderers **needs to be uploaded to the Social Value Portal and submitted before the deadline set for tender submission in the ITT.**

The actual Social Value that a Tenderer will be required to deliver will be based on the actual value of the final contract value approved, multiplied by the per centage SV ‘additionality’ figure. Please see the worked example below.

1. Example Calculation of Social Value Percentage ‘additionality’ figure for the project

 Project contract value submitted (Excl VAT):                              £500,000

Tenderer’s Quantified Social Value Proposal:                     £50,000

Tenderer’s Social Value % = (£50,000/£500,000) \*100 = 10% (NB calculations will be rounded up/down)

1. Amount of Social Value to be provided by winning contractor against actual contract cost of project:

Actual contract value (excluding VAT)   £475,000

Amount of Social Value to be provided by contractor using the TOMs proxy values:    £475,000\*10% =   £47,500

The University acknowledges that the final phase of the project may result in the winning Tenderer needing to amend their social value offer to account for the nature of materials, etc required. Notwithstanding this the winning Tenderer will be required to deliver the amount of social value derived from the calculation set out above (actual contract cost x SVA% calculated). The University will meet with the winning Tenderer prior to the commencement of the contract phase to agree any amendments to the social value measures offered on the basis that the overall amount of social value to be delivered based on the TOMs measures provided for the project is not reduced.

Assistance available to calculate targets.

For assistance with calculating targets for certain measures Tenderers should use the Unit Toolkit on the Social Value Portal which includes, but is not limited to:

* Employment Measures: Full Time Equivalents (FTE)
* Supporting people into work and Staff Wellbeing: No. hrs \* attendees
* Apprenticeship and Training Opportunities: no. weeks
* Community initiatives and Innovation measures: £ invested including staff time.

The Unit Toolkit is available through the Social Value Calculator, once you have registered for the project, here: <https://socialvalueportal--c.um5.visual.force.com/apex/unittoolkit>

Tenderers must take care to ensure that the targets they set for local jobs are consistent with the University’s requirements and calculated correctly based on Full-Time Equivalents (FTEs).

How ‘Local’ and Sub-localities is defined for the Tender.

**Local Definition**

Tenderers must ensure that their proposals meet the University’s definition of ‘Local.’

All targets set by Tenderers in the Social Value Calculator must be deliverable in the Local area as defined. For the University, ‘Local’ is defined as being within the 6 County boundaries of North Wales namely: **Anglesey, Gwynedd, Conwy, Denbighshire, Flintshire, and Wrexham.**

**High Deprivation Sub-Localities Definition**

Within the TOM’s measures namely:

* NTW1b No. residents (FTE) employed from listed sub-localities (direct/supply chain)
* NTW14a Total amount (£) spent through the contract in specified listed sub-localities.

There are also measures which provide a higher multiplier impact if residents are employed or spend through contract is targeted within the Top 10 Highest Deprived Sub localities of each of the 6 Counties in North Wales. A list of the Top 10 Highest Deprived Sub localities can be found in **Appendix 1f – Top 10 High Deprivation Sub localities by County in North Wales.**

**Within Appendix 1f – Top 10 High Deprivation Sub localities by County in North Wales, each Postcode listed has a Welsh Index of Multiple Deprivation (WIMD) ranking out of 1909, (1 being the most deprived locality) which is the official measure of relative deprivation for small areas in Wales. It is designed to identify those Lower-layer super output areas (LSOAs) where there are the highest concentrations of several** **different types of deprivation.**

**Please note, Tenderers will NOT gain extra social value proxy £ values, if they target a particular postcode area within Schedule 1 Appendix 1f – Top 10 High Deprivation Sub localities by County in North Wales that has a better or worse WIMD ranking.**

Contract Value

As part of their submission, Tenderers are required to input on to the Portal an estimate of the total contract value for the full contract (excluding VAT). This will not be evaluated as part of the social value element of the Tender but provides a useful sense check for Tenderers and the University as to whether social value proposals are proportionate to the contract. The figure entered must be consistent with the tenderer’s priced proposal.

1. Qualitative Social Value Proposal

Tenderers must provide evidence against each Social Value commitment to explain how each commitment will be delivered.

The tenderers’ Qualitative Social Value Proposal will be scored applying **Appendix WGU 1 – Selection & Award Criteria Evaluation Methodology** - Scoring Matrix

NB: Please ensure that you provide both of

1. Description/evidence box (Within the Portal)

Tenderers must accompany input target figures for specific Social Value measures with a rationale for each Social Value proposal in the Description/Evidence Box in the Calculator which demonstrates that they have credible processes in place to deliver what is being offered. The rationale should also specify whether this value will be delivered directly by the tenderer or through its supply chain.

**Please note the description field on the Portal has a limit of 255 characters; however, Tenderers can attach additional supporting information if required. Any additional supporting documents should be no longer than one side of A4.**

1. Delivery Plan (Separate Word Document response)

The Tenderer is required to complete a Delivery Plan, which will be Word document response and will need to be uploaded onto the Social Value Portal as a separate word document attachment. The aim of the Delivery Plan is to enable evaluators to determine whether tenderers are properly resourcing, managing and can deliver their Social Value submission. The delivery plan should elaborate on the following:

* The name of the person who will be responsible for delivery of the Social Value submission made by your company, details of how social value delivery will be managed in the organisation and resources that will be deployed.
* Tenderers should provide clear evidence that they can identify, source, deliver and report on each target set.
* Tenderers should include the timeline for delivering the social value submission.
* What are your internal processes if something goes wrong, i.e., how will any non-delivery of offers made, or poor quality be escalated internally and addressed?
* Details of processes for engagement and collaboration with relevant local stakeholders, including Voluntary Community and Social Enterprises (VCSEs) in the delivery of Social Value, identifying key stakeholders needed to support the plan and setting out detailed plans for the early phases on engagement.

Completing your Social Value Submission

The social value bid submission must be made via the Social Value Portal. You should use the link below to register for the tender regardless of whether you already have Social Value Portal login credentials or not.

|  |  |
| --- | --- |
| Name: | Wrexham University North Wales Science – Xplore! First floor Phase 1 First floor Planetarium room build, office relocation, stairwell refurbishment and lift installationPhase 2 Ground floor LaunchPADLansio room build, kitchen installation and café redesign and installation |
| TOMs set used: | [Wrexham University](https://socialvalueportal.lightning.force.com/lightning/r/Questionnaire__c/a008e000001Su5JAAS/view) |
| Reference: To be used for existing registered Bidders on the Social Value Portal | Project Reference Code:**Sl0-0000-0Eetd** |
| Registration web-link: To be used for New Bidders who are NOT already registered on the Social Value Portal.Please copy and paste the web-link into a new internet browser page if the registration web-link does not open when clicked. | Supplier Registration Link<https://app.socialvalueportal.com/s/supplierregistration?svpprojectid=Sl0-0000-0Eetd> |

Once you have completed your registration, you will receive an email to confirm that you have successfully registered for the tender. The email will include:

* A username, typically in the following format: firstname.lastname@socialvalueportal.com
* A password link which expires within 48 hours of being sent

**Please note:**

1. If there are any errors or missing pieces of information, you will not be able to register, and a system message will be displayed. For any technical assistance, please email support@socialvalueportal.com
2. To reset your password, please use the following link: [Forgot Your Password](https://socialvalueportal.force.com/secur/forgotpassword.jsp?orgId=00D28000000L57N)

Social

1. Please allow at least one working day to receive your login credentials and check the email has not been moved to your spam/junk mail folder.

Remember that completing your Social Value submission will require time and preparation, including specific quantified measures with supporting qualitative submissions as required.

Your Social Value response/submission must be undertaken online via the Social Value Portal. You can save your work and repeatedly return to progress your submission, but it is not possible to download the content to work on it offline and then re-upload.

**IMPORTANT: You will also need to upload separate document as set out above i.e. a Delivery Plan .**

**The deadline for making your final submission through the Portal is the same as the tender deadline, which is 5pm on 2nd November 2025. No extensions will be made to deadlines due to any Tenderer being unfamiliar with the Social Value Portal or allowing insufficient time for uploading and submitting their social value documents.**

**Please ensure that you click ‘Confirm Submission’ after completing your submission before the tender submission deadline. Please allow plenty of time before the deadline; last minute submissions risk not being accepted if there is a lag in the upload.**

**Any queries/clarifications regarding the Social Value criteria or tender requirements must be directed via the Sell2Wales portal and through the messaging function.**

For any technical support with the Social Value Portal, please email the support@socialvalueportal.com. The Social Value Portal Support team are available between 09:00 and 17:00, Monday to Friday. Please allow **one working day** for responses.

Once you have registered and logged into the Portal, you will also have access to the Social Value Portal Support site which includes a series of articles on using the Portal. You can access the Support site once you have registered and [logged into](https://socialvalueportal.force.com/SiteLoginLWC?utm_source=newsletter&utm_medium=email&utm_campaign=Zendesk_launch%22%20t%20%22_blank) the Portal via the ‘Support’ button at the bottom left-hand side of the Portal.

Evaluation of Social Value Submissions made by Tenderers.

The Social Value score has been allocated a maximum of 5% of the overall quality/price matrix for this tender, which will be evaluated using sub-weightings on the following basis:

|  |  |
| --- | --- |
|  | **Social Value Sub-Weighting** |
| Social Value Quantitative submission  | 2% |
| Social Value Qualitative submission (Evidence of Delivery including a Delivery Plan)  | 3% |
| **Total Social Value score**  | **5%** |

1. Quantitative Assessment:

The quantitative score will be calculated using the formula below.

The tenderer submitting the highest aggregate target value in their Social Value proposal will be scored the maximum available score for the quantitative element of the social value scoring, subject to satisfactory evidence being provided to support the proposal.

All other tenderers will be scored in relation to the highest Social Value submission as follows: -

$\frac{ Bidder^{'}s total Social Value offer}{Value of the highest Social Value offer from all bidders } ×2 \%$.

**Worked Example:**

Quantitative sub-weighting is 2%:

Where Tenderer X’s quantitative social value submission was the highest at £50,000, they receive the maximum 2% available.

Where Tenderer Y’s quantitative social value submission was second highest at £40,000, they score 1.6% (£40,000/50,000 x 2%)

Where Tenderer Z’s quantitative social value submission was third highest at £30,000, they score 1.2% (£30,000/£50,000 x 2%)

Tenderers must note that the information that they submit in the Description/Evidence Box and Delivery Plan on the Social Value Calculator will be used in evaluation to verify the quantitative targets submitted and to ensure they meet the parameters set out below.

1. Qualitative Assessment:

The evidence and, as appropriate, the Social Value Delivery Plan information provided about how Social Value offers made will be delivered (Qualitative evidence) will be evaluated using the scoring matrix in **Appendix WGU 1 – Selection & Award Criteria Evaluation Methodology - Scoring Matrix** based on 0 to 4 marks which reflects the confidence / concerns levels.

The assessment will be based on an overall assessment of the quality of the proposal, including the Tenderer’s capacity to deliver Social Value offers made, based on the evidence provided by the Tenderer. To calculate the weighted score for Qualitative Social Value section, the weighted score will be calculated on the following basis:

Social Value Qualitative Tender score awarded / Maximum Social Value Qualitative score available X sub-weighting for the Social Value Qualitative Section of 3%

For example,

* If the Social Value Qualitative section has a Sub-weighting of 3%, and, if the maximum score is 4 marks based on the Scoring Matrix Confidence Matrix in Schedule 1 Appendix 1a,
* if a Tenderer scored 3 out of the maximum 4 marks:

Applying the formula above, would result in the following calculation for the Social Value Qualitative Section

3 / 4 x 3% = 2.25%

Total Social Value Score

Tenderers will be marked on a combination of their quantitative and qualitative responses. In committing to certain Targets, tenderers must provide a realistic and convincing description of how these will be achieved in practice.

The total Social Value score will be derived from the following calculation:

Total Social Value Score = (Quantitative score (%) + Qualitative score (%))

Clarification of Social Value offers.

The University has defined the period when Tenderers can ask clarification questions which ends ***before*** the tender submission deadline, this is 21st March 2024 on 5.00pm. Tenderers should refer to the procurement timetable information in the ITT pack.

You are strongly advised to ask any questions as soon as possible and well in advance of the clarification question period deadline. This should include any questions about the Social Value component.

Any queries/clarifications regarding the Social Value criteria response must be directed via Wrexham University through the Sell2Wales Portal and the message/ correspondence functionality as per 3.4.1 in the ITT Instructions.

The University may, at its absolute discretion, require Tenderers to clarify certain aspects of their bids in writing.

Non-compliant Social Value proposals

Please note that if a Tenderer either:

1. Makes quantitative proposals (by setting targets in the Social Value Calculator) but fails to provide any supporting evidence in the relevant Evidence/Description boxes on the Social Value Calculator (or through relevant descriptions in a completed Delivery Plan) about how these proposals will be delivered, OR
2. Makes a qualitative submission (i.e., by entering information in the Evidence/Description boxes on the Social Value Calculator (or through completion of a Delivery Plan) but does not make any actual quantitative proposals by setting targets in the Social Value Calculator, then.

**The University reserves the right to treat both the Tenderer's quantitative and qualitative social value proposal as non-compliant and score such a Tender in respect of the social value submission a score of 0 (zero).**

Contractual obligations in respect of social value commitments

 Tenderers should note that Social Value targets set by Tenderers will be treated by the Universityas contractual commitments and this is already reflected in the contract. Please see the contract for further details. If the Tenderer is successful, and Tenderers will be expected to report regularly on delivery against these targets as part of contract management, using the Social Value Portal.

If during the term of the contract, the winning Tenderer faces difficulties in delivering social value, the Contractor is required to agree a rectification plan with the University provided overall commitment is delivered, I.e., this could include other social value proposals to an equivalent £ Social & Local Economic Value figure if these also meet the Wrexham University ’s criteria.

 If the social value commitment is not delivered, the contract requires the contractor to pay a sum to the University based on social value commitments made for the contract. The financial remedies for non-social value delivery will be based on the following.

|  |  |
| --- | --- |
| **TOM’s measures** | **Cost to be applied in the event of non-delivery** |
| NWT 1,1b,1c,50,50a, 50b, 52, 53, 54 | Data published by the Office for National Statistics on Employee Earnings on Median salaries across sectors in the UK will be used to determine a salary for the relevant staff/job type - see link below – using Figure 10: Annual full-time gross pay by occupation. <https://www.ons.gov.uk/employmentandlabourmarket/peopleinwork/earningsandworkinghours/bulletins/annualsurveyofhoursandearnings/2022> |
| NTW14, 14a, 15, 18, 66, 68, 76 | The spend figure or resource/donation offered by the winning tenderer will be applied. |
| NTW 6, 7, 8, 11, 12, 13, 17, 55, 56,57,59 80, 81, 83 | The market value to provide the training/skill/expert advice offered by the winning tenderer will be used. |
| NTW 19, 21, 67, 69, 77 | The offer from the winning tenderer will be used (i.e., volunteering/staff time) multiplied by the relevant proxy value for the measure.Please note that for NTW19 the number of tons offered x standard landfill cost will be used. Please note that for NTW21 the tCO2e savings x proxy value for this measure will be used. |

Social Value Management Fee

There is no charge for Tenderers to access the Social Value Portal for the purpose of responding to this tender. However, the successful Tenderer who is subsequently awarded the contract will be charged in according to the pricing (excluding VAT) as per schedule below:

|  |  |  |  |
| --- | --- | --- | --- |
| **Total Contract Value** | **<£250k** | **£250k - £3.35M** | **>£3.35M** |
| **Year 1**  | **Year 2+**  | **Year 1**  | **Year 2+**  | **Year 1****(Based on 18-month build)** | **Year 2+**  |
| **Annual Fees** | £750  | £350  | 0.2%  | 0.15%  | £7,500  | £5,000  |

The successful Tenderer will be required to contract directly with the Social Value Portal who will provide the following services to the supplier.

* Online account with Social Value Portal to allow contract management and project reporting account.
* Technical support with data entry (e.g., access and functionality issues)
* Confirmation of evidence required to satisfy requirements.
* Quarterly reports showing progress against targets.
* End of project summary report and case study

The successful Tenderer will be invoiced directly by the Social Value Portal (SVP) upon award and will be responsible under the terms of the contract for payment directly to SVP.

For this tender Social Value Portal Ltd will send the awarded supplier an invoice of 0.2% (excluding VAT) of the Final Contract value

**Please note the above-mentioned 0.2% Fee of the Contract Value (excluding VAT) Needs to be included within your Section 2 - Schedule of Works, Main Summary, Preliminaries documents part A and B (Prepared by S P Projects) for this contract. These fees must be included within your tender and for any queries please refer to the “Social Value Portal”**

22. Additional Questions – Not Evaluated and is for information only

The following questions are for information only and will not be evaluated and does not attract any marks or weighting as part of the Award Criteria.

22.1 Assumptions

Please detail any assumptions made in relation to responding to this Invitation to Tender as well as any assumptions made with regard to the supply, delivery, installation and commissioning of the software solution under this contract.

**Maximum 3 Sides A4 Page for Response (Text Size 11) – If providing separate document for the response, please include Question number and Question description.**