



## SCORING METHODOLOGY

### For Destination Policy Impact Assessment

#### 1.1 Price 30%

1.2 Price assessment accounts for 30% of the overall evaluation; the price must be submitted using the Supplier Response form within the Request for Quotation. Failure to submit prices will result in the tendered being disqualified from the tendering process.

1.3 Tenderers are required to provide itemised costs for all the key deliverables described in the Scope of Works using the Supplier Response form.

1.4 The pricing will be scored using the Lowest Cost methodology by the following calculation:

Pricing submissions will be ranked in order of price, with the lowest overall price being awarded the full available price weighting. Therefore, the tenderer with the lowest net price will receive the maximum score allocation (weighting) i.e. the full 30%. The next Lowest tenderer will be awarded a percentage value based on their total price and the lowest total received (i.e.  $(\text{lowest value} / \text{next lowest}) * 100$ ), that percentage score will then be multiplied by 30% to determine the weighted score.

#### 2.1 Quality 70%

2.2 Quality assessment accounts for 70% of the evaluation; the quality criteria will be evaluated based on the sub-criteria and weightings outlined in this document and quality response document. The highest scoring tenderer will receive the top score of 100% of the overall available 70% and the other bids calculated as a percentage difference. The next highest tenderer will be awarded a percentage value based on their total quality score and the highest total received (i.e.  $(\text{next highest} / \text{highest}) * 100$ ), that percentage score will then be multiplied by 70% to determine the weighted score.

2.3 Technical responses will be evaluated on the following basis:

SCORE	CLASSIFICATION
100	<b>Exemplar response</b> Requirements addressed comprehensively stating a position clearly and unequivocally in line with or exceeding the tender requirements. No omissions in the response. Inspires total confidence of ability to develop a

	very beneficial solution, and offers innovative or exceptional service benefits. No reservation at all about the tenderer's capability, capacity and willingness to deliver a service over and above the minimum requirement, or which offers additional benefits to the specified requirement.
75	<b>Good response</b> All requirements addressed thoroughly, providing significant evidence of tenderer's understanding and experience. Tender response is credible and positive and demonstrates a position completely in accordance with the tender requirements. Inspires good confidence of tenderer's ability to develop successful, beneficial solutions. No reservations about the tenderer's capability, capacity and willingness.
50	<b>Acceptable response</b> Provides a credible, comprehensive and convincing response to the majority of the requirements raised. Demonstrates adequate understanding/experience/credibility against the tender requirements with some minor omissions. Overall inspires confidence that the tenderer has the basic capability and capacity to deliver the contract objectives.
25	<b>Poor response</b> Only addresses the requirements to a limited degree. Fails to demonstrate sufficient understanding/experience/credibility against the tender requirements. Fails to convince that the tenderer would be able to make a significant positive contribution against the tender requirements. Gives significant cause for concern about the ability to develop an acceptable and beneficial contract.
0	<b>Very poor response – unacceptable</b> Either completely fails to address the criteria, fails to demonstrate any understanding/experience/credibility against the tender requirements. No confidence that the tenderer would be able to develop a successful contract. An unanswered response or a response that is totally unacceptable and does not fulfill the requirement in any way.

2.4 For any tender response not achieving a minimum score of at least 50% for each method statement question, the Council reserves the right to disqualify that Tenderer from the selection process.