

APPENDIX A

Tender Evaluation Report

Fleet Gritter Programme
TPPL Framework Ref – NEPO224 UN17628
DN691791

Author: **Name: Ruby Sinnott**
 Title: Senior Procurement Officer
 Commercial & Procurement
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1. Management Summary

This tender exercise was to replace 4 gritting vehicles for the Fleet Gritter Programme. The Authority has a statutory duty to keep the highway clear from snow and ice complying with legal obligations concerning the safety of the travelling public, under the Highways Act 1980 (England and Wales). The Council operate 23 precautionary gritting routes to ensure compliance within the statutory duties and national guidance. As such the Authority owns and maintains a fleet of 23 dedicated gritters, the oldest of this fleet is now over 10 years old and reliability is creating risk to service delivery. The 4 gritters being replaced were bought in 2013, the oldest of the fleet presenting the highest risk of failure to the Authority.

Following a Non-Key Decision approval dated 17 March 2023; the decision was taken to go out to tender using the compliant The Procurement Partnership Ltd (TPPL) Framework. TPPL led a mini competition on the Authority's behalf.

2. Procurement Process

This procurement was carried out in accordance with the Authority's Contract Procedure Rules and Standing Orders and Public Contracts Regulations 2015.

Suppliers were invited to submit a response to the Invitation to Tender (ITT) mini competition through the e-Tendering System Delta, run and managed by TPPL. The Procurement Documents were published on 21 August 2023.

Bid responses were received by the closing date of 8 September 2023 12:00 as follows:

- 4 Bidders responded with 5 Bids – one supplier priced for two options for a Volvo and a Mercedes chassis option.
- All Bidders submitted a compliant Bid.
- The 5 Bids were evaluated in accordance with the criteria set out in the Procurement Documents and set out in section 2.1 below.

The Commercial and Procurement Team conducted the initial compliance checks.

This Tender Evaluation Report is accompanied by Confidential Appendix B which contains detail of the final moderated scores, supplier price and award recommendation.

2.1. Evaluation Methodology

Bids were evaluated in accordance with the evaluation criteria set out within the Procurement Documents. Weightings and scores are contained within the Confidential Appendix B.



Price	Weighting
Price – the pricing criteria as detailed below	60%
Quality	Weighting
Delivery	20%
Warranty	10%
After Sales & Account Management	10%
Compliance with Specification	Pass/Fail
Total	100%

2.2. Quality

Delivery

Delivery was scored based on the lead times quoted for the vehicles. The lowest quoted lead time in weeks from date of order received full marks and the other bids received a proportion of the available using the following methodology:

Tendered Score = (Lowest Tendered Lead Time in Weeks / Tendered Lead Time in Weeks) x Weighting

Where a range was given, the longest lead time provided was used for evaluation purposes as stated within the procurement document.

Warranty

Warranty was scored in two parts as follows:

1. Duration

50% of the warranty score was allocated to the duration of the warranty, using the following methodology:

Tendered score = (Tendered Duration / Highest Duration) x Weighting

2. Mileage

50% of the warranty score was allocated to the mileage, using the following methodology:

Tendered score = (Tendered Mileage / Highest Mileage) x Weighting

For the purposes of the calculation, the highest mileage was capped at 100,000. Any submissions in excess of this value scored full marks but were not used as the highest value in the calculation, as stated within the procurement document.

After Sales & Account Management

This quality question was scored and evaluated in accordance with the published criteria and was marked using the scoring system below:

Qualitative Scoring Guidance		
Classification	Mark	Explanation
No Response	0	Question is not answered/no response
Unacceptable	1	No relevant information provided
Weak	2	Poor or weak information submitted in response to the question. There is almost no relevance, capability or expertise evidenced
Average	3	An average response with some understanding of the requirements/subject matter but it includes limited relevance or a lacks suitable demonstration of expertise and capability.
Above Average	4	A good response showing understanding of the requirement being tendered. The response is linked to the subject matter, supported by relevant expertise and includes demonstrations of how it will be applied to the proposed relationship.
Excellent	5	Excellent response that demonstrates a full understanding of the requirement being tendered and the needs of the organisation. The answer is clear, relevant and demonstrates how the capabilities discussed will be successfully applied to the proposed relationship. Potential benefits are clearly quantified and committed to.

This quality element of the Tenders was evaluated by a panel of officers and moderated by staff from the Commercial and Procurement Team at Somerset Council (see Confidential Appendix B for the list of evaluators and moderators). Each evaluation panel member scored each Bid on an individual basis and prior to the moderation meeting.

Moderated scores are available in Confidential Appendix B, including the recommended award decision.



2.3. Pricing

Pricing was assessed based on the total tender price for the Goods included by bidders within the Pricing Schedule. The tendered prices are available in Confidential Appendix B, including the proposed award decision.

Evaluation of the costs submitted were evaluated as advised by the Chartered Institute of Purchasing and Supply (CIPS) using the formula as follows:

Tendered Score = Lowest Tendered Price/Tendered Price x Weighting.

2.4. Social Value

Social Value was not included within the mini competition as suppliers approved on the TPPL framework were assessed at Framework level on their willingness to offer social value to Members. All suppliers who bid for this contract had answered 'yes' when asked to confirm their willingness to work with Members on delivery of social value on contracts via the framework – it was a yes/no question. The Framework doesn't require that a social value question is included in mini competitions.

3. Contractual Position

The awarded Contract will be for the outright purchase of 4 x 18t 4X4 Winter Gritting Vehicles. The Contract will be under the standard Terms and Conditions of the TPPL framework – NEPO224 HGV – Call Off Contract. The estimated contract award is **19 November 2023**.

The contract will be managed to ensure that the goods purchased meet expectations and to identify further opportunities.

This is subject to approval of a Key Decision to award supported by this evaluation report.

4. Next Steps

- Key Decision to award to be approved - 2 November 2023
- Suppliers to be informed of the decision by Commercial and Procurement Team/TPPL - 9 November 2023
- Contract Mobilisation/ Implementation from 19 November 2023 (6-week lead time stated for first two vehicles)
- Contract awarded - 19 November 2023

End of Report