

APPENDIX A

Tender Evaluation Report

Stawley Classroom Replacement ERPO 1000068

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1. Management Summary

Stawley Primary School is a rural school with existing buildings made up of a cluster of temporary buildings with a series of covered areas and canopies providing external teaching spaces The proposal is to construct a new two class

Page 1 of 4
Appendix A - Evaluation Report

primary school and to demolish the existing school building under a phased construction, allowing the school to remain in operation throughout this process.

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) through the e-Tendering System. The Procurement Documents were published on 27/08/2024.

Bid responses were received by the closing date of 04/10/2024 as follows:

- Nine Bidders responded.
- Seven Bidders submitted a compliant Bid.
- 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 compliance checks in conjunction with Somerset Council specialists in various areas where required.

2.1 Evaluation Methodology

Bids were evaluated in accordance with the evaluation criteria set out within the Procurement Documents and were applied as follows:

Evaluation criteria breakdown	Means of evaluation	
	Sub criteria	Main criteria
Quality		25%
4.1 Project Team	5%	
4.2 Programme	5%	
4.3 Proposed Approach	15%	
Price		70%
Priced submission	70%	
Social Value		5%
4.4 - Procurement Document F Social Value Calculator	2.5%	
4.5 Social Value Commitment	2.5%	

2.2 Quality

The quality questions were scored and evaluated in accordance with the published criteria.



The quality element of the Tenders were 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 proposed award decision.

2.3 Pricing

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

2.4 Social Value

The qualitative score for social value was evaluated as per section 2.2 and moderated by Commercial and Procurement.

The value score for social value was calculated by the Commercial and Procurement team in accordance with the published criteria.

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

Commitment made during the tender process will be overseen by the Project manager to ensure these are delivered

3. Contractual Position

The Contract will be under a JCT Standard Building (without Quantities) 2016 Works Contract

As part of the bid response, Bidders were invited to offer specific measurable Social Value commitments in addition to the stated requirements of the specification. Delivery of these commitments will be monitored as part of contract management.

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

3.1 Proposed Term

The awarded Contract will commence in early 2025 and is estimated that construction will take in the region of 6 months

3.2 Service Levels and Contract Management



Service levels will be monitored as part of Contract Management and the contract will be managed to ensure that the service meets expectations and to identify further opportunities for cost and service improvement.

4. Next Steps

- Key Decision to award to be taken early February 2025
- Suppliers to be informed of the decision by Commercial and Procurement Team following the above decision
- Contract Award and subsequent mobilisation to commence following Key Decision coming into force

End of Report