**APPENDIX 1 – EVALUATION REPORT (Anonymised)**

**Introduction**

There is no tender process under the G-Cloud 13 Framework. The customer conducts a search or number of searches on G-Cloud using relevant keywords and filters to produce a shortlist of potential suppliers. Through study of the suppliers G-Cloud service summary and more detailed service description, and then discussions and clarifications with suppliers, followed by an evaluation, the customer identifies the supplier whose G-Cloud offering (including service description and service and pricing definition documents) best fits its requirements.

**Number of Expressions of Interest Received and Key Procurement Dates**

**G-Cloud Search and Shortlisting**

A combined search on G-Cloud (Lot 2 – Cloud Software) provided a long list of 9 service offerings from 9 different suppliers. 5 service offerings were eliminated as their G-Cloud service summary was not a good fit to the Council’s requirements.

The remaining 4 service offerings were shortlisted. Clarification documents consisting of Introduction & Instructions, Background, Clarification Questions and Demo Scenarios, and Pricing Clarifications were issued to the respective suppliers via the London Tenders portal on 6th December 2023, with a return date of 2nd January 2024, which was subsequently extended to 12th January 2024.

2 responses were received on 12th January 2023.

**Full detail of Evaluation**

|  |  |  |  |
| --- | --- | --- | --- |
| Criteria | Weighting | Supplier A | Supplier B |
| Technical Merit & Functional Fit | 25% | 10% | 15% |
| After Sales Service Management | 25% | 15% | 20% |
| Non Functional | 20% | 8% | 12% |
| **Quality Total** | **70%** | **33%** | **47%** |
| Pricing | 30% | 26.55% | 30% |
| **Total** | **100%** | **59.55%** | **77%** |

The recommended provider is Supplier B