

Appendix 1

Evaluation Criteria

Tender for the provision of Parks and Playground Equipment – PR0211

The tender process will be conducted to ensure that tenders are evaluated fairly to ascertain the most economically advantageous tender. In evaluating bids for this contract, the Council will take into account the following issues:

<p>PRICE</p>	<p>The tenderer will initially be invited to quote 4 individual Schemes of work of which an output specification will be provided for each. Each scheme will be evaluated separately.</p> <p>The price will be evaluated in terms of 'lowest suitable bid' and 'price per play value'. If the bid does not include all the requirements of the specification, a 'cost to Harrow' will be added to the bidder's price. The price must be broken down according to the price schedule (document 5)</p>	<p>30%</p>
<p>PLAY VALUE, AESTHETICS AND INNOVATION</p>	<p>Threshold (minimum requirement) score = 10% Tenders that score below 10% for criteria: Play Value, aesthetics and innovation, will be rejected.</p> <p>The tenderer will be required to submit a detailed layout for each proposal and specification sheets (including images) for each piece of equipment and natural play/landscape feature.</p> <p>Each scheme will be assessed for play value, aesthetics and innovation.</p> <p>Play Values - Quality and quantity of play values (activities)</p> <p>Aesthetics - Environment</p> <p>Innovation - Functionality, activity variety, layout, landscaping, accessibility and natural play inclusion</p>	<p>25%</p>
<p>QUALITY</p>	<p>Threshold (minimum requirement) score = 10% Tenders that score below 10% for criteria: Quality, will be rejected</p> <p>The tenderer will be required to submit a detailed layout for each proposal and specification sheets (including images) for each piece of equipment and natural play/landscape feature.</p> <p>Quality of Materials and equipment - Paint finish, steel specification, wood specification</p> <p>Strength and Stability - Construction methodology, Guarantee/Warranty period</p> <p>Suitability - Conformance to output specification</p> <p>Quality Management - QA systems and processes in place</p> <p>Safety Compliance - BS EN Compliance (EN 1176, EN 1177 and EN 15312)</p>	<p>20%</p>

<p>COMMUNITY / SERVICE USER INPUT</p>	<p>Threshold (minimum requirement) score = 5% Tenders that score below 5% for criteria: Community / Service User Input will be rejected.</p> <p>The tenderer will be required to submit a detailed layout for each proposal and a specification sheet (including images) for each piece of equipment. A user group or section of the community will undertake an evaluation of each proposal.</p> <p>Tenders will be required to meet with community groups as part of the design and development process.</p>	<p>15%</p>
<p>ENVIRONMENTAL IMPACT / SUSTAINABILITY</p>	<p>Harrow Council is committed to the Local Authority Sustainable Procurement Strategy. Tenderers will therefore be asked to demonstrate how their bid is able to provide value for money on a whole life basis in terms of generating benefits not only to the organisation, but also to society and the economy, while minimising damage to the environment.</p>	<p>10%</p>

Evaluation Sub-criteria

Sub-criteria for each evaluation header was broken down and scored in the following way:

CRITERIA & SUB-CRITERIA	Method of Evaluation	Available points	Weighting (1-5)	Maximum Available points / score
QUALITY		20%		
Quality of Materials and Equipment				
Paint Finish	Spec Sheet per item Q5a	5	3	15
Steel Specification	Spec Sheet per item Q5b	5	3	15
Wood Specification	Spec Sheet per item Q5c	5	3	15
Strength and Stability				
Robustness, Durability, Vandal resistance, Construction Methodology	Spec Sheet per item Q6	5	5	25
Guarantee/Warranty period	Questionnaire Q1 & 2	5	3	15
Suitability				
Conformance to, and understanding of Output Specification	Assessment (of proposal)	5	5	25
Quality Management				
QA systems and processes in place	Questionnaire Q3 & 4	5	4	20
Safety Compliance				
BS Compliance (EN 1176, EN 1177 and EN 15312) or European equivalents	Questionnaire Q5-11	5	5	25
TOTAL POINT SCORE		40		155
TOTAL CATEGORY/CRITERIA SCORE		total point score / 7.75		20
PRICE		30%		
The lowest price bid will be awarded maximum points in this criteria category. (A - then subsequent bids will be deducted 2 points for each 5% variance from the lowest priced bid OR B - bids will be ranked in order, lowest first, and awarded points proportionately - see scoring guide). Scoring method B will be used if there is a large disparity between bids. If the bid does not include all the requirements of the specification, a 'cost to Harrow' will be added to the bidder's price. Only tenders that score above 10% in Quality Criteria will be evaluated for price.	Price Schedule	10	5	50
Price per play value ratio	Assessment (of proposal & Spec Sheet Q7)	10	5	50
TOTAL POINT SCORE		20		100
TOTAL CATEGORY/CRITERIA SCORE		total point score / 3.3333		30
PLAY VALUE, AESTHETICS AND INNOVATION		25%		
Play Values				
No. of Play Values (tender with highest number of play values receives maximum points. Points deducted from subsequent tenders proportionately).	Assessment (of proposal & Spec Sheet Q7)	10	5	50
Quality of play values	Assessment (of proposal & Spec Sheet Q8)	5	4	20
Aesthetics				
Design	Assessment (of proposal)	5	3	15
Colour	Assessment (of proposal)	5	2	10

Overall attractiveness	Assessment (of proposal)	5	3	15
Suitability for the environment	Assessment (of proposal)	5	3	15
Innovation				
Functionality	Assessment (of proposal)	5	3	15
Activity variety	Assessment (of proposal & Spec Sheet Q8)	5	3	15
Layout	Assessment (of proposal)	5	3	15
Landscape	Assessment (of proposal & NP Spec Sheet)	5	5	25
Accessibility	Assessment (of proposal)	5	5	25
Natural play inclusion	Assessment (of proposal & NP Spec Sheet)	5	3	15
TOTAL POINT SCORE		65		235
TOTAL CATEGORY/CRITERIA SCORE		total point score / 9.4		25
ENVIRONMENTAL IMPACT / SUSTAINABILITY				
10%				
Tenderers proposal to demonstrate how their bid is able to provide value for money on a whole life basis in terms of generating benefits not only to the organisation, but also to society and the economy, while minimising damage to the environment	Questionnaire Q12 & 13	10	5	50
TOTAL POINT SCORE		10		50
TOTAL CATEGORY/CRITERIA SCORE		total point score / 5		10
COMMUNITY / SERVICE USER INPUT				
15%				
User Group consultation - User group to undertake a bid evaluation process based on play value, aesthetics and innovation criteria.	User Group Questionnaire based on PLAY VALUE, AESTHETICS AND INNOVATION criteria	10	5	50
Tenderers proposal for community / user groups consultation and interaction	Questionnaire Q14	5	5	25
TOTAL POINT SCORE		5		75
TOTAL CATEGORY/CRITERIA SCORE		total point score / 5		15

TOTAL SCORE FOR SCHEME	<u>100</u>
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Each scheme outlined in the Specification and the price schedule was evaluated separately. It is envisaged that the framework agreements will be awarded based upon the highest scoring bidder for each scheme. It is also envisaged that additional bidders may be awarded a framework agreement if their overall/combined score for all four schemes is favourable.

The four schemes outlined in this tender are 'live' projects so orders may be placed with successful bidders based on their submission. The awarded suppliers will be invited to bid in mini-competitions for all future schemes during the period of the framework. The breakdown of prices provided in this tender document must form the basis of all future bids by awarded contractors

Scoring Guide

CRITERIA MARKS

For items which have available points of 0-5

A score of 0 in any category, sub-category or question may result in a bid being rejected by the evaluation team.

Point Score	Criteria
5	Excellent with no reservations at all about acceptability
4	High standard but falls just short of excellent
3	Good standard
2	Generally of a good standard with some reservations
1	Basic compliance only
0	Fails to meet the minimum requirements. (Bid rejected)
Y/N	Yes/no answers are scored 5 = yes, 0 = no (or vice versa if appropriate) Can score 2 or 3 for partial compliance if relevant.

CRITERIA MARKS

For items which have available points of 0-10

A score of 0 in any category, sub-category or question may result in a bid being rejected by the evaluation team.

Point Score	Criteria
10	Max points given to tenderer with best score / response
8	Arrange suppliers in order of their score or response and award points on a sliding scale (proportionately) i.e. if there is a large gap between the best bid and the rest the second best bid may only receive say 4 points, third = 3, fourth = 1 the rest 0.
6	
4	
2	
0	

WEIGHTING CRITERIA

Weighting	Criteria
5	Vital to the successful delivery of the project
4	Essential factor
3	Important factor
2	General requirement
1	Desirable / non essential (nice to have)

Projects in Year 2

<i>Play area</i>	<i>Project details</i>
1. Shaftsbury P.F., Hatch End	Extension to existing play area. Need identified by engagement with residents for improvements in provision for 6 yrs+
2. Little Common Pinner	Identified during local engagement to relocate and redesign play area
3. Chenduit Way, Stanmore	Improves provision at a Housing Site and of unsupervised play areas for ages 2-13
4. Newton Ecology Park, South Harrow	Develop play trail to cater for adjacent housing estates, with improved disabled access to improve provision at this environmental open space.
5. The Croft, Pinner	Improvements in landscaping, replacement of equipment Identified in the PPG 17 report as having very poor disabled access for ages 2-13
6. Kenton Recreation Ground	Green Gym Improves provision in a Destination Park in east of the borough for ages 2-13
7. Roxbourne Park, Pinner	Improves provision at the park which adjoins intensive housing including a new estate for ages 2-13
8. Montesoles P.F., Pinner	Replacement of 1980's play area in a park adjoining a large estate. This assists the Improvement to the deficiency in housing estate provision
9. West Harrow Recreation Ground	Improve landscape and provide linking equipment to existing play area for ages 2-13. to improve provision at a destination park in the south of the borough
10. Shaftesbury Circle South Harrow	Provide new play area for ages 2-13 at a small and isolated site, which adjoins major roads. This Improves provision at Housing Sites and of unsupervised play areas
11. Newton Farm Ecology Park	Provide a play trail for ages 2-13 around this environmental park.
12. Sinclair Field, Stanmore	Refurbish existing play area for ages 2-13 on housing estate green space Improves provision at Housing Sites and of unsupervised play areas