

Reference	Title	Issued	Revision
FO-PRS-EMP-112	RFI Attachment 002 – Tender Evaluation Criteria (Regulated)	August 2017	1.00

Procurement & Commercial

RFI Attachment 2 Evaluation Criteria

FW Services — Statutory Pressure
Vessel and Lifting Equipment
Inspections — Multi Site 0723

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Guidance

This document sets out the method that will be used to evaluate Potential Applicants and select Potential Providers resulting from this RFI (PQQ).

Selection Criteria for this RFI

Your responses will be evaluated to determine a Quality Score with a Quality Weighting of 1.0. The Potential Applicant(s) that meet(s) all of the mandatory requirements are evaluated based on the responses provided by them to Questions in the RFI.

The questions will be scored out of 100 (0, 20, 40, 60, 80 or 100) using a consolidated score by a committee of evaluators who will agree a single score for each question, unless stated otherwise. These scores are then used to calculate the Quality Score based on Question and Section Weight. In the case of mandatory requirements (showstopper questions), where the relevant answer provided is not the required response, the Potential Applicants submission will be excluded from further evaluation, as detailed in the table below.

Minimum Quality Score – Only Potential Providers with a Quality Score greater than 60/100 under section A and 60/100 for one Lot under Section B will be considered for further evaluation.

Guidance will be provided to evaluators to score each question as follows, unless the question is to be autoscored (as shown in the list of questions further below):

Mark	Guidance
100	Exceptional response – fully meets the specification, demonstrates added value with no errors, weaknesses or omissions.
80	Superior response – Some minor errors, risks, weaknesses or omissions from the specification which may be acceptable as offered. Demonstrates some added value
60	Good response – Some errors, risks, weaknesses or omissions from the specification, which can be corrected / overcome with minimum effort
40	Adequate response – Some errors, risks, weaknesses or omissions from the specification which whilst possible to correct or overcome, provide cause for concern.
20	Poor response – Existence of numerous errors, risks, weaknesses or omissions from the specification, which are difficult to correct, overcome and make acceptable.
0	No response

The Section Weights and Question Weights are set out below:

SECTION A: GENERAL

Section	Question	Section Weighting	Question Weighting, per section	Mandatory Requirements (Showstopper)	Available Score
1. Pre-requisites		10%			
	1.1. Is the Applicant prepared to tender on the basis of using the NEC3 Suite of Contracts?		33%		Yes = 100, No = 0

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	1.2. The Applicant confirms that your direct employees, or employees of any contractors or subcontractors who would be utilised to perform any contract resulting from this competitive process and who will be on a SSE Group company site for more that two hours a week, for eight consecutive weeks or more, will be paid at least the Living Wage rate (excluding apprentices and interns).		34%		Yes = 100, No = 0
	1.3. Has the applicant been convicted of any of the offences prescribed under as allowed for under the Utility Contracts Regulations 2016. If yes, the applicant shall provide a statement confirming the details and evidence of self cleaning where applicable.		33%	Yes. Score >39	No = 100 Yes but sufficient evidence of reform = 40 Yes but nil evidence of reform = 0
2. General		0%			
	2.1. Company Name (or the lead company from your proposed joint venture / collaboration).		N/A	N/A	
	2.2. Company Address (include Registered address, if different)		N/A	N/A	
	2.3. Applicant makeup (e.g. Sole Applicant, Joint Venture, Partnership etc)		N/A	N/A	
	2.4. Total number of employees.		N/A	N/A	
	2.5. Single point of contact details for ITT.		N/A	N/A	
	2.6. Telephone / mobile contact number for ITT Contact.		N/A	N/A	
	2.7. Email address for ITT if successful through preQualification.		N/A	N/A	
3. Experience and Knowledge		40.00%			
	3.1 We require suppliers to demonstrate competency to carry out statutory pressure vessel inspections and lifting inspections in compliance with the relevant regulations. Please confirm your organisations ability to provide statutory pressure vessel inspection services (UK/ROI as applicable) and evidence competency in the safe planning and execution of a lifting and slinging task. Please provide evidence of any industry recognised certifications / accreditations to support your submission in these areas.		80.00%	Yes. Score >59	Score 0-100 based on scoring frame
	3.2 Please indicate the information security standards that your organization meets. Any response must be applicable to the specific part(s) of the organization that would supply the services proposed under this PQQ. Please also confirm if any information or data relating to the services (e.g. reports, site information etc.) will be held or transferred outwith the EEA?		10.00%		Score 0-100 based on scoring frame

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	3.3 Please confirm if you are able to provide inspection reports via an online portal to multiple SSE users? If you do not have this currently available confirm if this could be implemented within 1 month of award.		10.00%	Yes. Pass/Fail	Pass = Able to provide reports via online portal now or willing to implement this within 1 month of award = 100 Fail = Unable to provide reports via an online portal now or within 1 month of award = 0
4. Management Related Activities		15.00%			
	4.1 In the past 3 years have you had any similar contracts terminated prematurely and/or had damages claims or other comparable sanctions brought against you for any significant or persistent deficiencies in performance of a substantive requirement of the contract. If yes, please provide details including number of instances.		100.00%		Score 0-100 No = 100 Yes (1) = 40 >1 = 0
5. Health and Safety		15.00%			
	5.1 Please provide Health and Safety statistics for the last five years for your company - or for all parties within your joint venture /collaborations - including Total Recordable injury rate (TRIR). If TRIR is unavailable or not relevant to your organisation then please provide equivalent H&S statistics.		30.00%		Score 0-100 based on scoring frame
	5.2 Please provide details of any safety enforcement notices, prohibition notices or prosecutions that have occurred within your company - or for all parties within your joint venture/collaboration - in the past 3 years.		20.00%		Score 0-100 No = 100 Yes (1) = 40 >1 = 0
	5.3 Please confirm either that you have in place a valid Achilles Verify Audit (B1 or B2). If you do not currently have this, please confirm that your will work towards this during the tender period and that you will have an Achilles Verify Audit completed before any contract is awarded (within the timescales set out in this PQQ)		40%	Yes. Score >59	Satisfactory Verify Audit in place = 100 Confirm to have audit undertaken = 60 No confirmation = 0
	5.4 Provide examples of how you cascade safety related matters and how you record and ensure the field staff have received the information.		10.00%		Score 0-100 based on scoring frame
6. Environmental		15.00%			
	6.1 Please provide details of any Environmental enforcement notices, prohibition notices or prosecutions that have occurred in your group or company in the last 3 years.		100%		Score 0-100 No = 100 Yes (1) = 40 >1 = 0
7. Subcontractors		5%			
	7.1. Please provide your policy/procedure for the selection and management of sub-contractors. Do you envisage employing subcontractors to fulfil these services?		100.00%		Score 0-100 based on scoring frame

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SECTION B:

LOT

SPECIFIC

QUESTIONS

Lot 1: Lifting Equipment and Pressure Vessel Inspections for UK and Republic of Ireland but excluding Onshore Wind

Section	Question	Section Weighting	Question Weighting, per section	Mandatory Requirements (Showstopper)	Available Score
Lot 1 Specific Questions		100%			
	1. Please confirm that you can provide the services detailed under Lot 1 for all UK and Republic of Ireland Sites (see 'Map of All Non-Wind Inspection Locations_UK ROI Lot 1' for indicative locations)		25%	Yes. Score >99	Yes = 100 No = 0
	2. Please confirm your organisation's experience in providing statutory pressure vessel inspection and lifting equipment inspection services to the power / energy sector with regards the following areas: - Electricity Transmission and Distribution - Thermal Generation - Hydro Generation - Electrical Contracting - Office/FM locations		25%		Score 0-100 based on scoring frame
	3. Please confirm years of operation for these services in Great Britain, Northern Ireland and Republic of Ireland?		10%		Score 0-100 based on scoring frame
	4. How many inspection engineers do you employ in each of Great Britain, Northern Ireland and Republic of Ireland?		20%		Score 0-100 based on scoring frame
	5. What % of your inspection engineers can provide multi disciplined services i.e. both pressure vessel and lifting inspections?		20%		Score 0-100 based on scoring frame

Lot 2.a Lifting Equipment and Pressure Vessel Inspections for Onshore Wind GB (excluding Northern Ireland)

Section	Question	Section Weighting	Question Weighting, per section	Mandatory Requirements (Showstopper)	Available Score
Lot 2a. Specific Questions		100%			
	1. Please confirm that you can provide the services detailed under Lot 2a for all UK wind farm locations excluding Northern Ireland (see 'SSE Onshore Wind Locations' for site list and indicative locations)		25%	Yes. Score >99	Yes = 100 No = 0
	2. Please confirm your organisations experience in providing statutory pressure vessel inspection and lifting equipment services for onshore wind turbines.		25%		Score 0-100 based on scoring frame
	3. Please provide the capabilities of the business in relation to the Renewable UK wind turbine safety rules version 3. (WTSR's). Are you prepared to be audited on this approval system?		10%		Score 0-100 based on scoring frame

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	4. Please confirm that you have staff with the competence to self-perform turbine isolations for the turbine types detailed in SSE Onshore Wind Locations' for this lot.		10%		Score 0-100 based on scoring frame
	5. Please confirm years of operation for these services in GB.		10%		Score 0-100 based on scoring frame
	6. How many inspection engineers do you employ in GB?		10%		Score 0-100 based on scoring frame
	7. What % of your inspection engineers can provide multi disciplined services i.e. both pressure vessel and lifting inspections?		10%		Score 0-100 based on scoring frame

Lot 2.b Lifting Equipment and Pressure Vessel Inspections for Onshore Wind in Republic of Ireland and Northern Ireland

Section	Question	Section Weighting	Question Weighting, per section	Mandatory Requirements (Showstopper)	Available Score
Lot 2b. Specific Questions		100%			
	1. Please confirm that you can provide the services detailed under Lot 2b for all Republic of Ireland and Northern Ireland wind farm locations (see 'SSE Onshore Wind Locations' for site list and indicative locations)		25%	Yes. Score >99	Yes = 100 No = 0
	2. Please confirm your organisations experience in providing statutory pressure vessel inspection and lifting equipment services for onshore wind turbines.		25%		Score 0-100 based on scoring frame
	3. Please provide the capabilities of the business in relation to the Renewable UK wind turbine safety rules version 3. (WTSR's). Are you prepared to be audited on this approval system?		10%		Score 0-100 based on scoring frame
	4. Please confirm that you have staff with the competence to self-perform turbine isolations for the turbine types detailed in 'SSE Onshore Wind Locations' for this lot.		10%		Score 0-100 based on scoring frame
	5. Please confirm years of operation for these services in Republic of Ireland and Northern Ireland.		10%		Score 0-100 based on scoring frame
	6. How many inspection engineers do you employ in the Republic of Ireland and Northern Ireland?		10%		Score 0-100 based on scoring frame
	7. What % of your inspection engineers can provide multi disciplined services i.e. both pressure vessel and lifting inspections?		10%		Score 0-100 based on scoring frame

The RFI includes a set of questions with weightings by question and questionnaire as set out above.

Following evaluation of Potential Applicants' responses, for each Lot a maximum of 15 Potential Applicants receiving a score of greater than 60 in Section A: General along with a score of 60 in the relevant Section B: Lot Specific Questions will be invited to tender.

Notwithstanding the foregoing, Potential Applicants who have failed to provide a satisfactory response to mandatory requirements (showstopper questions) will not be considered further and shall not be selected as a Potential Provider, irrespective of the score on the rest of the RFI.

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