

ASSESSMENT CRITERIA CHECKLIST

Main Points	Sub-Points	Discussion
1. Price	<ul style="list-style-type: none"> Overall amount Sufficient breakdown to permit check Financial offers 	<p>Including compliance with budget</p> <p>i.e. to conduct discounted cashflow calculation, enable milestone payments and a basis for valuation of changes.</p> <p>i.e. shorter construction period.</p>
2. Quality	<ul style="list-style-type: none"> Compliance with Brief Programme Sectional completion Availability of outline design Aesthetics Method Statement Quality standards Quality assurance Safety aspects Environmental aspects Maintenance Factors Project management Design method and management Validity of Sub-surface Assessment and Method Statements Equipment/Recurrent costs Guarantees offered Clear options offered i.e. Lack of 'lags' or ambiguities Offers exceeds the Design Brief Others (Project specific items) 	<p>Assessment of the adequacy and reliability of the technology</p> <p>Clarify and supporting documents to permit check</p> <p>Relevant where there are interfacing projects</p> <p>Clear statement required of specification, finish, quality and standards</p> <p>Of construction in particular</p> <p>Quality of material, availability of servicing, common use of single brand or supplier, access for maintenance</p> <p>Experience of nominated personnel and management structure</p> <p>Design programme</p> <p>Operation and maintenance. Quality of E&M and BS Equipment Reputation and permanency of Manufacturer/Supplier</p> <p>Warranties, benefits assigned to owner</p> <p>In terms of quality, time and other consequences</p> <p>i.e. provisions with quality or standard over and above major aspects.</p> <p>i.e. Rateable value, maximum net useable floor area, etc.</p>

SPECIMEN TENDER ASSESSMENT MARKING SCHEME

CONTRACT NO. _____
DESIGN AND CONSTRUCTION OF

PROGRAMME NO. _____
TENDER ASSESSMENT MARKING SCHEME

A. The assessment of the tenders is based on the attached marking scheme where scores, subject to a stated maximum, will be given to each of the criteria listed. The maxima are chosen to give a suitable weighting to each criterion.

B. The Assessment Board comprises the following officers :-

Chairman -

Members -

C. The Marking Scheme :-

	Assessment Criteria	Score (Maximum)
1.0	Price	
1.1	Tender Price	45
1.2	Adequacy of Tender Price Document	5
	(A) Sub-total	(50)
2.0	Quality	
2.1	Adequacy of Technical Submission	
	(a) Functional Requirements	6
	(b) Method Statement/Programme	4
	(B) Sub-Total	(10)
2.2	Design	
	(a) Architectural + Landscaping	15
	(b) Structural	7
	(c) Building Services + M&E + Electronic Systems	8
	(C) Sub-Total	(30)
2.3	Quality Assurance/Construction Quality/Safety and Environmental Protection	3
2.4	Project Management Team	2
2.5	Design Team/Management	3
2.6	Offer Exceeding Requirements	2
	(D) Sub-Total	(10)
	TOTAL SCORE (A+B+C+D)	100

NOTE : The assessment of sub-elements will be marked out 100 and then reduced proportionately. The above Price and Quality elements as well as the maximum scores are indicative only.

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also include n

EXPLANATORY NOTES FOR TENDER ASSESSMENT MARKING SCHEME

1.0 Price (Score: maximum 50 marks)

- 1.1 Tender Price (maximum 45 marks) - The lowest tender will score the maximum marks i.e. 45. Marks will then be allocated to other tenders using a formula system in which marks are awarded proportionally in relation to the tender prices as follows :

Tender prices : T1, T2, T3, T4

Note : Tender sums will be reduced to "net present value" for comparison purposes.

Allocation of marks : T1 = Maximum Marks (i.e. 45)

$$T2 = \text{Max.} \times \frac{T1}{T2}$$

$$T3 = \text{Max.} \times \frac{T1}{T3}$$

$$T4 = \text{Max.} \times \frac{T1}{T4}$$

1.2 Adequacy of Tender Price Document (max 5 marks)

- (a) Adequate information of tender price breakdown for -

- (i) "net present value" calculation
- (ii) the valuation of milestone payments
- (iii) the valuation of variations
- (iv) the valuation of dayworks (Delete if SCC31 - Dayworks is not used)

2.0 Quality (Score: maximum 50 marks)

-[Criterion]

2.1 (max 10 marks)

Adequacy of Technical Submission

-[Element]

- (a) Functional Requirements (max 6 marks)

-[Sub-element]

- (i) Optimisation of the development taking into account gross floor area requirements, plot ratio, height restriction, permitted site coverage, lighting and ventilation requirements under the Building (Planning) Regulations, schedule of accommodation area requirements, spatial relationship/circulation and architectural/structural/building services requirements.)

-[Aspects]

- (ii) Adequacy of submitted documentation e.g. with reference to the Conditions of Tender.

- (b) Method Statement/Programme (max 4 marks)

2.2 Design (max 30 marks)

- (a) Architectural + Landscaping (max 15 marks)

- (i) Aesthetics and overall appearance
- (ii) Circulation (vehicular and pedestrian)
- (iii) Quality of finish/Maintenance
- (iv) Design layout
- (v) Environmental aspects

- (b) Structural (max 7 marks)

- (i) Effectiveness of structural layout
- (ii) Ease of construction
- (iii) Risk during construction

- (c) Building Services + M&E + Electronic Systems (max 8 marks)

- (i) Design of systems
- (ii) Energy efficiency features
- (iii) Operation and maintenance facilities and provisions

2.3 Quality Assurance/Construction Quality/Safety and Environmental Protection (max 3 marks)

- (i) Quality management system and procedures
- (ii) Safety Plan
- (iii) Environmental protection plan

2.4 Project Management Team (max 2 marks)

- (i) Project team and management

2.5 Design Team/Management (max 3 marks)

- (i) Design team and liaison management

2.6 Offer Exceeding Requirements (max 2 marks)

- (i) Provisions with quality or standard over and above the Employer's Requirements on major aspects. Marks will be given to proposals which provide the Employer with long-term benefits of more efficient operation and therefore savings on maintenance costs.

Note : The assessment of sub-elements will be marked out 100 and then reduced proportionately. Each of the aspects of the sub-elements of Quality will be assessed collectively to derive the mark awarded for the respective sub-element. The cumulative mark for all sub-elements will derive the sub-total for each element. The total of the elements will derive the total of the criterion e.g. Quality. Items 1.2 and 2.3 to 2.6 will be assessed in the same manner to Sub-elements.

2.7. Proposed Contract Period

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