

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

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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 40/ 100 will be considered for further evaluation.

Guidance will be provided to evaluators to score each question as follows, unless the question is autoscored by the Emptoris system (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

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The Section Weights and Question Weights are set out below:

Please set out Section Heading and then Questions within each section in the format below:

Section	Question	Section Weighting	Question Weighting	Mandatory Requirements (Showstopper)
1.Pre-requisites		24%		
	1.1. Is the Applicant prepared to tender on the basis of using the NEC3 Term Service Contract?, If NO please do not complete any further information.		15%	Mandatory requirement = >80
	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 Generation (Ireland) Ltd. 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).		10%	
	1.3. Has the applicant been convicted of any of the offences (as allowed for under the Utility Contract Regulations 2016) If yes, the applicant shall provide a statement confirming the details and evidence of self cleaning where applicable.		10%	
	1.4 Please confirm that your company is either Achilles UVDB Verified or Level 3 verified on Supplyline ?.		20%	Mandatory requirement = >90
	1.5. Can the Applicant provide Industrial Mechanical Services in the Rep. of Ireland with on-site attendance, ready to start works, within 24 hours of being requested. Industrial Mechanical Services: HRSG pressure systems maintenance and repair, Rotating equipment overhaul and repair, Valve overhaul and repair and general maintenance and construction works associated with a CCGT.			Mandatory Requirement = Yes
2. General		-		
	2.1. Company Name (or the lead company from your proposed joint venture / collaboration).		Information	Mandatory Requirement = Yes
	2.2. Company Address (include Registered address, if different)		Information	
	2.3. Applicant makeup (e.g. Sole Applicant, Joint Venture, Partnership etc)		Information	
	2.4. Total number of employees.		Information	
	2.5. Single point of contact details for ITT.		Information	
	2.6. Telephone / mobile contact number for ITT Contact.		Information	
	2.7. Email address for ITT if successful through pre Qualification.		Information	
3. Experience and knowledge		30%		

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	3.1. Please provide as attachment a list of key projects you have completed relevant to CCGT Mechanical Maintenance or similar Industrial plant, including the location of these projects. Please provide any additional information as an attachment.		66.7%	
	3.2. With reference to the work activities listed in the procurement documents, please indicate what activities the Applicant would subcontract.		33.3%	
4. Management Related Activities		11%		
	4.1. In the past 5 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%	
5. Health and Safety		15%		
	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. Did you attach the requested information?		45%	
	5.2. Please specify if you had any safety enforcement notices, prohibition notices or prosecutions occurred within your company - or for all parties within your joint venture/collaboration - in the past 3 years.		22%	
	5.3. If you answered Yes in the previous question, please provide details of safety enforcement notices, prohibition notices or prosecutions occurred within your company - or for all parties within your joint venture/collaboration - in the past 3 years. Please add relevant attachments.		Information	
	5.4. Identify the top ten health and safety risks typically associated with Maintenance works of a CCGT power station. Feel free to add an attachment if required		33%	
6. Environmental		10%		
	6.1. Have you had any Environmental enforcement notices, prohibition notices or prosecutions that have occurred in your group or company in the last 3 years?		60%	
	6.2. If you answered Yes in the Q 6.1. please provide information, also in the form of		Information	

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	attachments, about the Environmental enforcement notices, prohibition notices or prosecutions that have occurred in your group or company in the last 3 years.			
	6.3. Identify the top five potential environmental risks associated with the typical maintenance of a CCGT power station. (Note: GI CCGT is located on a river estuary and is water cooled from the river water)		40%	
7. Privacy		10%		
	7.1. Do you have a Data Privacy policy?		28%	
	7.2. Do you have a valid and up to date registration (if relevant) to process personal data as required under the Data Privacy Legislation?		44%	
	7.3. Have you established responsibility for managing Data Privacy within your organization?		28%	

The RFI includes a set of questions with weightings by question and questionnaire as set out above. Following evaluation of Potential Applicants' responses, a maximum number of 5 Potential Applicants will be selected to 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.