

Award of a contract to Carers Leeds to deliver an Information, Advice and Support Service for unpaid adult and parent carers in Leeds.

Appendix 2: Quality & Price Evaluation Criteria

Quality Evaluation Criteria

The maximum amount of points available for quality will be 800; 650 points for the method statement evaluation and 150 points for the interview. Scores for quality will be allocated on a 0 – 10 basis as set out below:

Score	Assessment
10	Outstanding: The response covers all elements of the criterion, and associated specified contract requirements and standards; and with a high level of relevant and detailed information, backed up with clear evidence; and demonstrates a robust and coherent understanding of the council's requirements; and with no issues, weaknesses or omissions.
9	Excellent: The response covers all elements of the criterion, and associated specified contract requirements and standards; and with relevant and detailed information, backed up with clear evidence; but with limited minor issues, weaknesses or omissions in the information/evidence only.
8	Very good: The response covers all key elements and almost all of the other elements of the criterion, and associated specified contract requirements and standards; and with relevant and detailed information, backed up with clear evidence; with a few minor issues, weaknesses, or omissions in the information/evidence.
7	Good: The response covers all key elements and the majority of the other elements of the criterion, and associated specified contract requirements and standards; and with relevant information, backed up with evidence, but lacks detail in some areas; some minor issues, weaknesses, or omissions in some areas of information/evidence.
6	Better than satisfactory: The response addresses all key elements of the criterion, and associated specified contract requirements and standards; but is not fully detailed or fully backed up with clear evidence in some areas; a number of minor and/or one or two more significant issues, weaknesses, or omissions in some areas.
5	Satisfactory: The response addresses all key elements of the criterion, and associated specified contract requirements and standards; but is not fully detailed or fully backed up with clear evidence in some areas; with a large number of minor, and/or a number of significant weaknesses, issues or omissions in the detail/evidence.
4	Less than satisfactory: The response has some weaknesses, issues or omissions, lacking detail, clarity and/or evidence with regard to at least one key element of the criterion, and associated specified contract requirements and standards with respect to this criterion.
3	Weak: The response has some weaknesses, issues or omissions, lacking detail, clarity and/or evidence with regard to several key elements of the criterion, and associated specified contract requirements and standards.
2	Poor: The response has material weaknesses, issues or omissions, lacking detail, clarity and/or evidence with regard to many key elements of the criterion, and associated specified contract requirements and standards.

1	Very poor: The response does not meet the criterion, or does not include sufficient information or clarity or evidence or information in support, to determine whether the solution meets the council's requirements or standards.
0	Unacceptable: Failed to provide a response, or the response provided is wholly inconsistent with the council's specified contract requirements and standards with respect to this criterion.

Price Evaluation Criteria

The price that will be evaluated is the total annual cost of delivering the service, as detailed in the price schedule template. The pricing range, for delivering this contract, is between £1,193,885 and £1,326,539 per annum. Tenderers bidding outside of this range will be automatically eliminated from the process and not considered for the contract.

In this tender a maximum of 200 points are available for price. Tenderers that submit a price of £1,193,885 (the lowest price allowed) will receive the full 200 points available. Tenderers that submit a price of £1,326,539 (the highest price allowed) will receive 100 points, which equates to 50% of the total points available for price. Tenderers bidding between the price range will receive a reduced score based on calculating the percentage difference between the price tendered and the highest price allowed, and deducting this percentage from the maximum points available.