

THE MINSTER COLLEGE BSF OSP

TENDER EVALUATION CRITERIA

14/12/2007

Evaluation Team

- a: The Team will be comprised of 5 members. These being:
- The Headteacher,;
 - An LEA Representative;
 - A Financial Representative;
 - A Design Representative; and
 - A Technical Representative.
- b: All the above will be the “voice” for other stakeholders to feed back on proposals. Thus:
- The Headteacher: Representing Students, Staff and Governors;
 - An LEA Representative: Representing all Authority Education input;
 - A Financial Representative: To check financial information;
 - A Design Representative: Representing DQI and Planners;
 - A Technical Representative; Representing IT Services and Property Services Maintenance input.

Evaluation Matters

- a: The items identified for evaluation can be broadly divided into:
- 1: Cost:**
- Tender total within Budget;
 - Value for money;
 - Detail and reasonableness of values input on Contract Sum Analysis (CSA);
 - General balance overall and elemental cost checks of CSA.

2: Design:

Building aesthetics, (wow factor) and threshold recognition.

Relationship to environment, complimentary to site;

Use of space;

Community inclusion;

Educational acceptability – form and function – association of rooms;

Circulation suitability;

Outdoor education areas suitable;

Employer's Requirements fully met – number and size of rooms – capacity and size;

Flexibility of Design.

3: Technical:

Quality and robustness of the specification – life cycle and life span;

Maintenance implications of specification and design;

IT proposals sufficiency and in accordance with specification;

Employer's Requirements fully met – all technical requirements and statutory and recommendatory requirements complied with;

Green and sustainable proposals – energy and water usage predictions;

Service availability and suitability.

4: Education:

An over-arching assessment that all of the above proposals are acceptable, suitable and usable for the operation of the School and Education on the site in general and are positively promoting the building as an education establishment and enhancing the education of the students as well as enabling staff to carry out their functions better and easier, as well as providing a community focal point for the site.