

Rft 13200 - SL - Provision of Contractor Compliance Auditing

Buyer: CTM Portal for the NDA Shared Services Alliance
Department: Business & Technical Services Marketplace (BATS)
Package: SL - Provision of Contractor Compliance Auditing

Icons:
! Mandatory requirement
■ Document attachment required to answer
□ Document attachment allowed to answer
⌚ Expires

Technical

T1

Theme: Understanding of Scope

Demonstrate your understanding of the Scope (as detailed in Schedule 4 Scope) and include in your response up to a maximum of three examples to demonstrate your capability in delivering contracts comparable in size and complexity.

Your response should include:

1. An overview of your understanding of the Scope (as detailed in schedule 4); and
2. Up to three examples (demonstrating your breadth and strength of capability in undertaking comparable contracts across the Scope of Services in terms of size and complexity). The examples should include an explanation of the relevant scope and describe the successes, challenges and performance and how the experience and learning acquired will be utilised to support delivery of this contract

Response not to exceed 4 pages of A4 Arial font size 11 plus up to three examples of no more than 2 sides of A4 per example. Up to 10 pages in total for response.

Text

T2

Theme: Delivery

Please provide details on how your resources and the delivery of contract will be managed including your proposed approach to deliver the services as set out in Schedule 4 - Scope and how quality outputs will be delivered to deadline.

Include in your response details on reporting documentation which you propose to utilise on this contract for NAECI (National Agreement Engineering Construction Industry) and CIJC (Construction Industry Joint Council) arrangements; e.g. number of people working in companies; sickness trends; working hours; with conclusions and appropriate narrative.

Response not to exceed 4 pages of A4 Arial font size 11.

Text

T3

Theme: Provide suitably qualified and experienced personnel (SQEP) to deliver the scope

Provide CV's for the key personnel you propose to work on this package or task, detailing the level of SQEP resource proposed to deliver the Scope of Services.

In identifying personnel, the tenderer should clearly differentiate between those personnel who are employees of the company and those that are associates/contract/subcontract personnel.

Include in your response the contingency arrangements you would employ should these resources not be available.

The response should include:

1. Demonstration of the proposed resource pool (evidenced with relevant CVs up to a maximum of 5) which are clear and logically laid out drawing out the capability and relevant experience. Resources have appropriate experience in line with the requirements as set out in Schedule 2 – Scope;
2. Evidence of 'strength in depth' in respect of resources offered and contingency planning such that suitable replacements are available to combat the unexpected loss of key resources.

Size of response not to exceed 6 pages of A4, Arial font size 11, plus up to 5 CVs for all resources proposed (2 pages of A4 maximum per CV). Up to 16 pages in total for response.

Text

Social Impact

AQC9

Theme: Social Impact: COVID-19 Recovery

Policy Outcome: Help the third sector in the Customer's local communities to manage and recover from the impact of COVID-19.

Requirements:

- Demonstrate an understanding of local demographics, needs and opportunities, especially in the context of COVID-19, including those worst affected;
- Detail activities to deliver the Policy Outcome based on the understanding of the identified communities needs and to create a long-term impact;
- Utilise methods for engaging with third sector organisations in the local community to ensure that community voice will inform decisions, strategy and projects.

Question:

Describe the commitment your organisation will make to support the delivery of the Policy Outcome and the Requirements during the call off contract period to deliver social value1. Your response should include:

i. A maximum of 4 pages which includes:

- a. Your method statement to show how you will achieve the Policy Outcome and how your commitment will meet the Requirements.
 - b. What your commitment is
 - c. Your plan on how you will implement your commitment
 - d. Your plan on how you will identify the beneficiaries and how they will benefit
 - e. Your approach to: (i) measuring and reporting on your progress against your commitment; and evaluation of success (i) making improvements based on any feedback received, through the use of metrics;
 - f. The tools and processes you will use to gather data to measure, report and evaluate on your progress against your commitment;
 - g. Your approach to how you will collaborate and engage with stakeholders, the Customer, any sub-contractors and communities to support the delivery of the Policy Outcome during the call off contract period. This should be wider than the Sellafield Ltd supply chain.
- ii. A supporting document that is a timed Plan which details the proposed activities / intervention and by when.

Response Requirements:

- The response is limited to 4 pages of A4 plus a supporting timed Action Plan of up to 1 side of A3 in support of Question part ii above.
- The format of the response shall be in accordance with the ITT instructions.

Note: Although no additional marks are given to layout, spelling, punctuation and grammar, it will assist evaluators if attention is paid to these areas and if each component is addressed in the order they are listed in this response guidance. State which part you are responding to.

Definition of local – West Cumbria which includes the boroughs of Copeland and Allerdale.

There is an expectation as part of working with Sellafield Ltd that you will contribute to employing apprentices and graduates and take part in work experience and STEM programmes. Tenderers may not include these which are corporate in nature unless they can demonstrate reasonable and proportional attribution to the contract; or new / improved ways of delivery in the local community.

1 Social value - The additional benefit to the community over and above the direct purchasing of goods, services.

Text

Commercial

C1

Price

Tendered Rates - Complete Pricing Table & Upload

Text