

Tender Evaluation Process

Building Extension to Sports Pavilion (Modbury)

Modbury Parish Council is calling for tenders to deliver a single storey extension to the Sports Pavilion on the Queen Elizabeth II Recreation Ground, Chatwell Lane, Modbury, PL21 OFS

Tender evaluation will be based on a '*most economically advantageous tender (MEAT)*' approach. Evaluation criteria are set as follows:

Cost (35%)

Submitted pricing documents will be evaluated for total project cost and across the three distinct phases. Costs will be evaluated first and foremost across Phase 1, the completion of which is Modbury Parish Council declared minimum requirement. Thereafter, assessment will be made on the basis of costs required to deliver Phase 2 and finally Phase 3.

Experience (25%)

The appointed contractor needs to have proven experience in delivering projects of similar scale and construction type. With a track record for timely delivery, quality and value for money.

Timeliness (15%)

It is important that the build starts as soon as possible with a suggested completion date for Phase 1 of 31st October 2019. An indication for the additional time to complete Phases 2 and 3 is required. Projected contract start date and completion will be evaluated.

Flexibility (15%)

The Sports Pavilion is an important community asset hosting a variety of unique events on a weekly basis. Whilst it is fully appreciated that there will be times that the building projects means the main building cannot be used, the appointed contractor needs to demonstrate a willingness to work with the facility management to maximise the Sports Pavilion use, sympathetically programming major disruptive work wherever possible during the build process.

Local Community Impact (10%)

Is the contractor:

- Approachable
- Accessible
- Willing to work with the Council/Community?
- Able to develop, or already have, a long term relationship with the immediate area.
- Able to demonstrate a full understanding for the project aims and the facilities value to the community it serves.

The Tender period closes at noon on Friday 12th April. All submitted tenders will be opened together and assessed on Monday 15th by a panel of at least 3 representatives of Modbury Parish Council and the Council's Sport & Recreation sub-committee. The assessment panel will submit a recommendation for a preferred contractor to the full council for approval and all Tenders will be advised of the result by 4pm on Friday 19th April 2019.

Tenders need to submit a completed Form of Tender and Tender Pricing Document in a sealed envelope marked 'Modbury Sports Pavilion Extension Tender' and posted to the Parish Clerk, Modbury Parish Office, 2, Gaplin Street, Modbury, Devon PL21 0QA.

Copies of all Tender paperwork, together with appropriately marked, stamped and addressed envelopes are available on request from the Parish Clerk at the above address and can also be downloaded at:

www.modburypc.co.uk/document-category/mars/