

INVITATION TO TENDER (ITT)

PART 2 – SECTION B

1 RESPONSE TO SPECIFICATION

Please consider the specification detailed in ITT part 1. Refer to the evaluation criteria below.
All responses (except CV's) must be written in 12-point type face for accessibility.

APPROACH TO THE PROJECT – 40%	Scoring	Weight
1: Provide details of your project team, this information is to be completed in the table contained on the 3 rd Page of the pricing sheet in Part 2, SECTION 'A'.	For info only	N/A
2: Submit two relevant CV's which will have a total of 5% of marks per CV. If you are a sole consultant your CV will have 10% allocated against it. CV's should focus on Heritage and Conservation experience, and experience of working with 3 rd sector, artistic, cultural and creative organisations. Tenderers should consider how to make their CV submissions as relevant as possible to <i>this</i> project. (Maximum 4 side A4 per CV, formatting in other fonts, point sizes, images etc is acceptable, please do not waste time reformatting your CV to 12 point)	0 -10 per CV	10%
3: Conservation / Heritage approach. Using the data supplied in the RIBA 1 report, The listed building register, your site visit, the surveys and the current stage 2 plans and the draft specification identify what you view as the most technically complex and/or costly conservation challenge(s), and what risks these pose to the wider project. Outline your approach to address these challenges and mitigate risks to the wider project. (suggested up to 500 words, please do not submit over 1000 words)	0 - 10	15%
4: Sustainability approach. Review the supporting information supplied and provide your observations and suggestions around affordable thermal improvements to the external building envelope, between the floor plates, and any new partitioning. Explain how you would integrate this approach with a new or refurbished heating, cooling and ventilation system. (suggested up to 500 words, please do not submit over 1000 words)	0-10	15%

<u>INTERVIEW – 10%</u>		
A Presentation of the Tender and questions and answers based on the Presentation, other parts of the whole submission and any other issues considered relevant by the interviewing panel.	0-10	10%

Interview

Interviews (if required) will take place on Thursday 26th June in Bradford location tbc.

Please note that if you are over 10% away from the highest scoring Tenderer after the written submission you will not be invited to interview. Our view is that as you will not be able to mathematically win the contract in this situation it would be a waste of Peoples Property Portfolio and Tenderers times to require you to interview.

The final format and agenda for the interviews will be provided with the invitation to attend, but it is envisaged that the format will comprise:

- A twenty minute presentation.
- A twenty minute question and answer session, this will consider the presentation, the written quality submission and any other issues considered relevant by the interviewing panel.

The interview panel will consist of Rosie Freeman - PPP Chair; Harry Jelley – PPP Co-Founder; Andrew Stratford – Project Manager plus up to three other PPP directors.