NON-PRICE (METHOD STATEMENTS)

Tenderers are required to submit responses to the questions below to describe how they intend to deliver the contract works. These responses are referred to as Method Statements. Tenderers are referred to the Invitation to Tender on how Non-Price will be evaluated and reminded that evaluation will account for 50% of their total Tender score.

There are 3 questions in total and Tenderers must provide a response to the questions asked, to describe how they will meet the requirements of the Contract. PLEASE NOTE THAT questions 1 and 2 will not be scored. These are Pass/Fail questions. Questions 3 to 4 will not be scored if you Fail on either question 1 or question 2.

The relative weighting which will apply to each method statement is also shown, for your information. Each question will be scored out of 3, 3 being the highest, as described in Section 6, Evaluation of tenders, of the Invitation to Tender, Part A.

Each method statement will be evaluated separately. No consideration is given to information included in other answers so please do not cross reference to responses provided elsewhere in your tender submission.

For each method statement there is a maximum word limit of 500 words. Please adjust the size of the response box to accommodate your response. Use text, tables and lists only. Do not add graphics as they impede the evaluators.

|  |  |
| --- | --- |
| NON-PRICE METHOD STATEMENTS | |
|  | Competencies  Detail your competencies, qualifications and approved body memberships of the approved bodies specified in the invitation to tender. Please provide narrative that shows how you meet these essential criteria.  Enclose evidence of competencies, qualifications and approved body memberships as an appendix.  Pass / Fail Question |
| Response: |
|  | Insurances  The Trust requires the Appointed Contractor to hold the liability insurances specified in the invitation to tender.  Please provide narrative that shows how you meet these essential criteria.  Enclose evidence of insurance policies as an appendix  Pass / Fail Question |
| Response: |
|  | Safeguarding (3)  Enhanced DBS certification needs to be renewed every 36 months. Please outline proposals for how you will effectively manage DBS recertification to ensure that your operatives, and that of any Sub-Contractor, remain DBS checked at all times.  Enclose evidence of your safeguarding policy as an appendix.  **Pass / Fail Question** |
|  |
| Response: |
| 4. | Asbestos Awareness  Buildings within the Academy Trust have asbestos and all contractors must be informed on the how to manage a potential situation.  Enclose evidence of your asbestos aware training an appendix.  Pass / Fail Question |
| Response: |