**PQQ Score Criteria & Weightings**

Stakeholder Framework LOT 3 – Event Support

|  |  |  |
| --- | --- | --- |
| Section Ref | Criteria | Weighting |
| Section 1 | Supplier Details | Not weighted |
| Section 2 | Mandatory & Discretionary | Pass/Fail |
| Section 3 | Data Protection | Pass/ Fail |
| Section 4 | Commerce Automation | For information only |
| Section 5 | Supplier Financials / Insurance | 10% |
| Section 6 | Responsible Procurement | 10% |
| Section 7 | Health and Safety | 10% |
| Section 9 | PQQ Specific Questions | 70% |
|  | | 100% |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Section 1** | **Question** | **Sub Criteria** | **Max Score** | **Weighting** |
| Supplier Details | 1.1 | Information Only | 0 |  |
| **Section 2** | **Question** | **Sub Criteria** | **Max Score** | **Weighting** |
| Mandatory Exclusions | 2.1 (a – f) | All questions must answer no, responses with yes will be rejected | 0 | Pass / Fail |
| Discretionary Exclusions | 2**.**2 (a – h) | NGN may exclude suppliers from consideration if any of the questions in section 2.2 apply but may decide to allow the application to proceed further. NGN will take into account the information provided in considering whether or not you will be able to proceed any further in respect of this procurement exercise | 0 | Pass / Fail |
| **Section 3** | **Question** | **Sub Criteria** | **Max Score** | **Weighting** |
| Data Protection | 3.1 | Suppliers must have a GDPR policy in place to trade with NGN. Any suppliers who do not have a policy in place will be rejected from the tender | 0 | Pass/Fail |
| **Section 4** | **Question** | **Sub Criteria** | **Max Score** | **Weighting** |
| Commerce Automation | 4.1 | This is for information only at this stage. | 0 | For Information Only |
| Commerce Automation | 4.2 | 0 | For Information Only |
| **Section 5** | **Question** | Sub Criteria | **Max Score** | **Weighting** |
| Financial Standing | **5.1** | NGN will assess your financial standing and add a score using the scoring methodology set in section 2.6, we will use the same methodology for all suppliers. | 10 | 100% |
| Insurances | **5.2** | Suppliers must hold the minimum insurance levels and provide certificates as evidence. If suppliers do not hold minimum insurance levels they must be willing to increase those levels if awarded a contract. | 0 | Pass/Fail |
| **Section 6** | **Question** | Sub Criteria | **Max Score** | **Weighting** |
| Environment | **6.1** | Yes will receive max score and no will be zero | 10 | 10% |
| Environment | **6.2** | Full marks if answered A, half marks if answered B and zero marks if answered C. | 10 | 7.5% |
| Environment | **6.3** | Yes will receive max score and no will be zero | 10 | 7.5% |
| Environment | **6.4** | Yes response will be scored using the scoring methodology, no will score zero | 10 | 7.5% |
| Environment | **6.5** | No will receive max score, Yes responses will be assessed and the supplier may be disqualified | 10 | 7.5% |
| Environment | **6.6** | No will receive max score, Yes responses will be assessed and the supplier may be disqualified | 10 | 7.5% |
| Environment | **6.7** | Yes response will be scored using the scoring methodology, no will score zero | 10 | 7.5% |
| Environment | **6.8** | Full marks if answered A, half marks if answered B and zero marks if answered C | 10 | 7.5% |
| Environment | **6.9** | Yes response will be scored using the scoring methodology, no will score zero | 10 | 7.5% |
| Environment | **6.10** | Yes response will be scored using the scoring methodology, no will score zero | 10 | 7.5% |
| Environment | **6.11** | Yes response will be scored using the scoring methodology, no will score zero | 10 | 7.5% |
| Environment | **6.12** | No will receive max score, Yes responses will be assessed and the supplier may be disqualified | 10 | 7.5% |
| Environment | **6.13** | Must answer Yes, responses with no will be rejected | 10 | **Pass/Fail** |
| **Section 7** | **Question** | Sub Criteria | **Max Score** | **Weighting** |
| Health & Safety | **7.1** | Responses will be scored in line with the below Scoring methodology for weighted questions | 10 | 50% |
| Health & Safety | **7.2** | Responses will be scored in line with the below Scoring methodology for weighted questions | 10 | 25% |
| Health & Safety | **7.3** | Responses will be scored in line with the below Scoring methodology for weighted questions | 10 | 25% |
| **Section 8** | **Question** | Sub Criteria | **Max Score** | **Weighting** |
| PQQ Specific Questions | **8.1** | Must answer Yes, responses with no will be rejected | 0 | Pass/Fail |
| PQQ Specific Questions | **8.2** | Must answer Yes, responses with no will be rejected | 0 | Pass/Fail |
| PQQ Specific Questions | **8.3** | Responses will be scored in line with the below Scoring methodology for weighted questions | 10 | 25% |
| PQQ Specific Questions | **8.4** | Responses will be scored in line with the below Scoring methodology for weighted questions | 10 | 25% |
| PQQ Specific Questions | **8.5** | Responses will be scored in line with the below Scoring methodology for weighted questions | 10 | 25% |
| PQQ Specific Questions | **8.6** | Responses will be scored in line with the below Scoring methodology for weighted questions | 10 | 25% |

**Scoring Methodology for weighted questions**

|  |  |
| --- | --- |
| **Points** | **Interpretation** |
| **9-10** | **Excellent** –Overall the response demonstrates that the bidder exceeds all areas of the requirement and provides all of the areas evidence requested in the level of detail requested. This, therefore, is a detailed excellent response that meets all aspects of the requirement leaving no ambiguity as to whether the bidder can meet the requirement. |
| **6-8** | **Good** -Overall the response demonstrates that the bidder meets all areas of the requirement and provides all of the areas of evidence requested and any omissions in relation to the level of detail requested in terms of either the response or the evidence are trivial. This, therefore, is a good response that meets all aspects of the requirement which but may have a trivial level ambiguity due the bidder’s failure to provide all information at the level of detail requested. |
| **3-5** | **Adequate** - Overall the response demonstrates that the bidder meets all areas of the requirement, but not all of the areas of evidence requested have been provided. This, therefore, is an adequate response, but with some limited ambiguity as to whether the bidder can meet the requirement due to the bidder’s failure to provide all of the evidence requested. |
| **1-2** | **Poor** – The response does not demonstrate that the bidder meets the requirement in one or more areas. This, therefore, is a poor response with significant ambiguity as to whether the bidder can meet the requirement due to the failure by the bidder to show that it meets one or more areas of the requirement. |
| **0** | **Unacceptable** - The response is non-compliant with the requirements of the ITT and/or no response has been provided. |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  |  | Check It (ICC) | Dunn & Bradstreet | Equifax | Experian | Graydons |
| **Assessment Score** | **Risk Rating** | **Credit Score Report** | **Comprehensive Report** |  | **Bronze, silver or Gold report** | **Level 1, 2 or 3 level report** |
| 100 | Minimal | 95-100 | 5A1 | A+ | 95-100 | 1A |
| 90 | Minimal | 90-94 | 5A2/4A1 | A/A- | 90-94 | 1B/2A |
| 80 | Minimal | 80-89 | 5A3/4A2/3A1 | B+ | 80-89 | 1C/2B/3A |
| 70 | Low | 70-79 | 4A3/3A2/2A1 | B/B- | 70-79 | 2C/3B/4A |
| 60 | Low | 60-69 | 3A3/2A2/1A1 | C+ | 60-69 | 3C/4B/5A |
| 50 | Low | 50-59 | 2A3/1A2/A1 | C/C- | 50-59 | 4C/5B/5A |
| 40 | Average | 40-49 | 1A3/A2/B1 | D+ | 40-49 | 5C/6B/7A |
| 30 | Average | 30-39 | A3/B2/C1 | D/D- | 30-39 | 6C/7B/8A |
| 20 | High | 20-29 | B3/C2/D1 | E+ | 20-29 | 8B |
| 10 | High | 10-19 | C3/D2/E1 | E/E- | 10-19 | 8C |
| 0 | High | Below 10 | Below E1 | Below E- | Below 10 | Below 8C |

**Scoring Methodology for Financial Standing**