**Tender the Services of Architect and Civil Engineer, and Quantity Surveyor in Connection with ERDF Project ERDF.05.121 – Wildlife Rehabilitation Centre - ERDF.05.121 – Tender 002**

# TENDERER’S TECHNICAL OFFER (ORGANIZATION & METHODOLOGY)

The following are the key components to the Technical proposal and thus each section below is to be tailored by the Contracting Authority to the specific requirements of the tender and in particular should reflect what is requested in the Terms of Reference.

A technical offer is to be provided by the Economic Operator in response to Terms of Reference. The submission shall be in a structured form and is to be in the same sequence as listed hereunder for ease of reference and evaluation. The relevant maximum score allocated to each point are specified in Section 1, Clause 9.2 of the Tender Document

1. **RATIONALE**

Criterion A\*

Bidder/s should submit a writeup\* demonstrating an understanding of the terms of tender rationale in particular of its objectives and expected results (refer in particular to article 2 of the ToR).

Bidders’ submission will be evaluated in terms of ability to sum up tender rationale, objective and results in a clear, concise manner.

Criterion B\*

Bidder/s should submit a writeup\* demonstrating own assessment of Risks of the Project and possible ways to mitigate these (refer in particular to article 3 of the ToR).

Bidders’ submission will be evaluated in terms of whether risks and mitigating factors are relevant or not, as well as by considering exhaustiveness of risks considered and coherence of risk mitigation strategy.

Criterion C\*

Bidder/s should submit a writeup\* providing assessment of own Strengths, and Weaknesses with regards to the tender implementation as well as how one intends to mitigate own weaknesses (refer in particular to article 3 of the ToR).

Bidders’ submission will be evaluated in terms of whether Strengths and Weaknesses are relevant, and coherence of weakness mitigation strategy.

1. **STRATEGY**

For each criterion below, the Bidder should provide:

Criterion D\*

Bidder/s should submit a writeup\* providing a detailed description of the approach proposed one/they intend to adopt for the undertaking of the tasks as per Section 4, Terms of Reference, article 4.2 (Specific Activities) The narrative should cover at least the following points (Weighting per sub-criterion in parenthesis) (mandatory):

* Approach to be adopted in particular with regards to the drafting of the Technical Specifications. (5 marks)
* Approach to be adopted to ensure adequate supervision of works, particularly keeping in view that there will be an external Site Manager on site. (5 marks)

The submission will be evaluated in terms of appropriateness and relevance of the proposed approach, internal coherence, and level of detail.

Criterion E\*

Bidder/s should submit a writeup\* providing detailed relevant information about the knowledge possessed about Sustainable Construction and Design, including on Energy Efficiency measures and Building rehabilitation and showing relevant academic proficiency (refer in particular to article 2.3, and Section 4 of the ToR) (mandatory).

The submission will be evaluated in terms of bidder’s command of the subject matter and the relevant policy, theoretical and technical framework including through appropriate citations as necessary as well as relevant academic proficiency. Conciseness, internal coherence, and level of detail will also be sought.

Criterion F\*

Bidder/s should submit a writeup\* providing detailed relevant information about the knowledge possessed about restoration and repair of reinforced concrete structures and showing relevant academic proficiency (refer in particular to article 2.3, and Section 4 of the ToR)(mandatory).

The submission will be evaluated in terms of bidder’s command of the subject matter and the relevant policy, theoretical and technical framework including through appropriate citations as necessary as well as relevant academic proficiency. Conciseness, internal coherence, and level of detail will also be sought.

Criterion G\*

Bidder/s should submit a writeup\* providing detailed relevant information about the knowledge possessed about Sensor systems in Buildings, smart buildings and structures and showing relevant academic proficiency (refer in particular to article 2.3, and Section 4 of the ToR) (mandatory).

The submission will be evaluated in terms of bidder’s command of the subject matter and the relevant policy, theoretical and technical framework including through appropriate citations as necessary as well as relevant academic proficiency. Conciseness, internal coherence, and level of detail will also be sought.

Criterion H\*

Bidder/s should submit a writeup\* providing relevant information about the knowledge possessed about Materials Engineering and structural properties of materials and showing relevant academic proficiency (refer in particular to article 2.3, and Section 4 of the ToR)(mandatory).

The submission will be evaluated in terms of bidder’s command of the subject matter and the relevant policy, theoretical and technical framework including through appropriate citations as necessary as well as relevant academic proficiency. Conciseness, internal coherence, and level of detail will also be sought.

Criterion I\*

Bidder/s should submit a writeup\* providing relevant information about the knowledge possessed about quality management and quality assurance and showing relevant academic proficiency (refer in particular to article 2.3, and Section 4 of the ToR)(mandatory).

The submission will be evaluated in terms of bidder’s command of the subject matter and the relevant policy, theoretical and technical framework including through appropriate citations as necessary as well as relevant academic proficiency. Conciseness, internal coherence, and level of detail will also be sought.

1. **TIMETABLE OF ACTIVITIES**

Criterion J\*

The Bidder should provide a Gantt chart showing the timely execution of the contract activities, keeping in view that the works should be completed within a period of circa 12 to 18 months. The Bidder’s Gantt chart should cover at least the following points (Weighting per sub-criterion in parenthesis) (mandatory):

* The timing, sequence and duration of the proposed activities, taking into account the given timeframes (5 marks)
* The identification and timing of major milestones in execution of the contract, including an indication of how the achievement of these would be reflected in any reports, particularly those stipulated in the Terms of reference (5 marks)

The submission will be evaluated in terms of aptness of the allocated timeframes, ability of such timeframes to enable completion of project within indicated timeframes, visibility of reporting requirements.

Criterion K\*

Bidder/s should submit a writeup\* providing a reflection on the major milestones and contingencies embedded in the time plan. (5 marks) (mandatory)

The submission will be evaluated in terms of appropriateness and relevance of the issues identified in the reflection about the importance of the milestones and how they contribute to the overall success of the project as well as relevance of contingencies factored into the time-plan and ability to cushion unexpected eventualities without jeopardizing the success of the project.

*\* NB: It is up to the bidder to identify the most appropriate length of the write-up in respect of each criterion above, with the proviso, that as a general guidance aggregately the narrative (hence excluding Gantt Chart in Criterion I) should not be more than five pages long, with a font size not smaller than font 10.*