

FOR INFORMATION ONLY

The below table is for information only and outlines how your tender questionnaire will be scored.

Question	Scoring process	Maximum score available	Score Awarded
1	Points will be awarded as follows; 0 – Incomplete or no response provided 1 – Insufficient response, below expectation. Major cause for concern 2- Insufficient response. Minor cause for concern. 3- Adequate response provided 4- Response exceeds expectation	4	
2	As per Question 1	4	
3	2 points will be awarded for evidence of each of the qualifications specified Valid First Aid certificate Valid Manual Handling Certificate	2 2	
Section A Total		12	
4	As per Question 1	4	
5	3 references will score 3 marks 2 references will score 2 marks 1 reference will score 1 mark 0 reference will score 0 marks	3	
6	As per Question 1	4	
7	A Yes response will score 2 marks A No response will score 0 marks	2	
Section B Total		13	
8	As per Question 1	4	
Section C Total		4	
9	The highest bid will receive the maximum marks for this section (6). The other bids will receive marks based on a percentage of the highest bid.	6	
Section D Total		6	
Total Score		35	