

ASSESSMENT OF TENDERS

The following is provided to inform tenderers regarding the proposed method for assessment and evaluation of tenders received. The Council reserves the right to vary the detail of methodology and to reproduce or interpret the content of all or part of any tender or proposal in reporting to the Council's Members.

The Council reserves the right to discuss any matters of clarity or negotiate the meaning of any aspect of proposals where it appears to be in the interest of the Council either before or after reporting to Members.

Tenders will be evaluated by officers in line with the following criteria before reporting to Members for decision. The report to Members will include that analysis in order to inform their decision.

A draft agreement can be found on the website. This is intended to set out the Council's initial view on terms **for guidance only**. If tenderers wish to seek alternative terms these should be set out in their proposals.

Rent:

The proposed annual rent is to be included as the financial consideration.

Other Benefits

The value of other benefits is hard to quantify. Although the law allows the Council to take these into account, provided their delivery is secured by covenants in favour of the Council, for the purposes of the tender price they do not have a financial value. The Council's officers may elect to accept a tender or tenders other than those at the highest rent based on other aspects of the proposals and assessment as below.

Officers will make a qualitative decision based on the rent and the other benefits based on their assessment of the proposals relative to the requirements set out on the following page. Tenders will be graded on a scale of 1 to 5 relative to the requirements where:

- 1 = the proposal includes no detail or proposal relative to the requirements.
- 2 = the proposal includes detail but falls short of the requirements.
- 3 = the proposal includes detail demonstrating the satisfying of the requirements.
- 4 = detail in the proposal exceeds the requirements.
- 5 = the proposal includes substantial additional content or goes significantly beyond the requirements.

It is not proposed that these grades will be used in direct comparison with rents but will be indicative of the relative strengths of proposals. The weight going to the assessment of the price will be 80%, the weight given to enhancing and facilitating leisure and tourism within the town and wider area will be 20%. This information will be provided in the form of a table together with the proposed rent in order to assist Officers to compare the details of proposals. Bids will be valid for consideration whether or not they meet all or any of these requirements.

Officers may elect to accept tenders for all or part of the site, not to accept any tender, or to instruct officers to negotiate with one or more tenderers before accepting any tender.

Indicators of Compliance	Benchmark
<u>Financial: 80% of the score</u>	
<p>The proposal sets out a financial return to the Council which is commensurate with this type of commercial business and the proposals.</p> <p>Provide clear evidence of rental level proposed and the ability to pay this rent and associated insurances.</p>	<p>There is no set benchmark. All rent levels proposed will be considered by Officers including ranking of tenders relative to the highest submitted.</p>
<u>Non-Financial: total 20% of the score</u>	
<p>The proposal includes cogency and richness of detail that demonstrates the robustness and deliverability of the proposal.</p>	<p>Provide clear and substantial detail of what is proposed. 10 points. (2 X score as scheduled)</p>
<p>The tender sets out proposals for the creation of local jobs or some other local/community benefit</p>	<p>Proposal includes plans that will lead to the creation of additional local jobs or provide some other measurable benefit to the local residents or community. 10 points.</p>

Minimum Requirements.

The land is considered by the Council to be in a key area for public and visitors and fundamental to the local regeneration of the Clacton seafront. Accordingly the Council will expect the following minimum requirement for tenders:

1. In all cases proposals should illustrate the deliverability and timescale of proposed benefits.