

## SELECTION AND EVALUATION CRITERIA

---

### Selection

The Scottish Ministers will select the Tender that will deliver value for money – that is, the optimum combination of whole life cost and quality to meet customer requirements. However the Scottish Ministers are not bound to select any Tenderer if none satisfy the evaluation criteria sufficiently or if circumstances change.

### Evaluation

The evaluation will be based on the information provided in response to Document J and will be subject to evaluation using pre-determined objective core criteria, a financial evaluation including assessing audited accounts, analysis of Health & Safety Policies and obtaining references.

The main areas to be evaluated include:

1. Understanding of overall requirement;
2. Demonstration of capacity to deliver the Contract;
3. Understanding of the potential added value of Electronic Monitoring to the supervision of Offenders in the community and of the impact Electronic Monitoring can have on Offenders and their families;
4. Allocation of a suitably experienced and qualified project manager;
5. Allocation of adequate staff numbers who possess suitable qualifications and experience/training;
6. Provision of adequate systems demonstrating the administrative, technical, project management, and financial aspects of the system, and back up system in event of failure;
7. Provision of Service addressing how the quality and performance standards specified in Document D will be met;
8. Provision of the levels of quality and performance proposed, compared with the minimum standards in Document D;
9. Provision of realistic, comprehensive and workable Transition and Implementation Plans;
10. The organisation's approach to contract and project management including realistic staffing levels and provision of experienced and qualified staff to fulfil the requirements of Document D, especially compared with the Evaluation Panel's observations at site visits;

11. The proposed approach to monitoring and providing performance management information;
12. The appropriate use and quality of proposed documentation;
13. The innovation proposed and the degree of improvement this will bring, the viability of the innovation proposed, and the Tenderer's ability to introduce and manage the innovation;
14. The balance of risk in the proposals between the Scottish Ministers and the Tenderer;
15. Security and confidentiality guarantees;
16. The Tenderer's track record on human resource and environmental issues.