

STAGE 1 ASSESSMENT:

Each submission will be scored against the following criteria (0 = unacceptable, 5 = outstanding):

Criteria	Weighting	Sub-criteria	Criteria weighting
Price	5%	Value for money <ul style="list-style-type: none"> Income generated for Falkirk Council 	n/a
Quality	95%	Activity(s) on offer <ul style="list-style-type: none"> Quality of product Quality of customer experience 	25% 25%
		Fit with Helix ethos: <ul style="list-style-type: none"> Sustainability Demonstrates professional conduct and/or appearance 	15% 5%
		Approach to Health & Safety <ul style="list-style-type: none"> Quality of Risk Assessment 	10%
		Communication and Marketing Plan <ul style="list-style-type: none"> Communication with public Communication with Helix teams 	10%
		Support requirements for your activity <ul style="list-style-type: none"> Site reinstatement and/or additional support requirements for your activity set-up and removal Maintenance requirements of equipment 	5%
		Accountability <ul style="list-style-type: none"> Complaints procedures Cash handling processes 	5%
TOTAL	100%		

Any questions must be made in writing to community@thehelix.co.uk by 12pm on Friday 17th January 2025.

Scoring Methodology	Score
Unacceptable: The information is either omitted or fundamentally unacceptable to the Council.	0
Poor: The information submitted has insufficient evidence that the specified requirements can be met and/or does not demonstrate an acceptable level of quality of the proposed solution. This may include significant omissions of relevant details.	1
Fair: The information shows limited evidence that the specified requirements can be met and/or demonstrates only limited level of quality of the proposed solution.	2
Satisfactory: The information submitted provides good evidence that the specified requirements can be met and/or demonstrates a satisfactory level of quality of the proposed solution.	3
Very good: The information submitted provides strong evidence that the specified requirements can be met and/or demonstrates a very good level of quality of the proposed solution.	4
Outstanding: The information submitted provides compelling and coherent evidence of best of sector capability to deliver the specified requirements and which will provide additional benefits and/or exceed the performance requirements of the contract.	5