

NEWARK AND SHERWOOD DISTRICT COUNCIL

CONCESSIONS SCORING MATRIX 2022/23

| Criteria | Marks | Score based on evidence submitted |
|---|------------------|--|
| Equipment (Details of equipment to be used, to include photographs) | Pass/Fail | Provide a full list of all equipment you propose as part of this concession. Your response will be assessed to determine whether this meets the needs of your proposal and could result in a Fail. |
| Evidence of insurances e.g. Public Liability Insurance, Employers Liability Insurance, MOT certificate | Pass/Fail | Provide evidence of valid insurances stated in the application form. Failure to provide evidence of valid insurances would result in a Fail. |
| References | Pass/Fail | A license will not be granted unless at least 2 satisfactory references have been obtained. |
| Fee Offer to the Council for the length of the contract | 50 | 50 points awarded to the Highest Bidder 40 points awarded to the Second Highest Bidder 30 points awarded to the third Highest Bidder |

| Criteria | Marks | Score based on evidence submitted |
|---|-----------|--|
| Covid 19 risk assessment | 20 | <p>0 – No detail provided</p> <p>5 – Basic level of detail given,</p> <p>10 – Good level of detail given; sufficient consideration on how to operate in a covid secure way</p> <p>20 – Excellent level of detail given; comprehensive consideration on how to operate in a covid secure way.</p> |
| Experience/ Qualifications | 20 | <p>0 - No previous experience or qualifications</p> <p>5 - Limited previous experience and basic qualifications eg 3* Food Hygiene rating</p> <p>10 – Good level of previous experience and qualifications eg 4* Food Hygiene rating</p> <p>20 - Excellent level of previous experience and qualifications are above the minimum requirements stated in the application form eg 5* Food Hygiene rating</p> |
| Evidence of consideration to social responsibility (e.g. recycling, environment, Healthy Options Takeaway initiatives (HOT); allergens | 10 | <p>0 - No detail provided</p> <p>5 - Basic level of detail given</p> |

| Criteria | Marks | Score based on evidence submitted |
|--------------|------------|--|
| | | 10 - Good level of detail; a sufficient understanding of social responsibility and the measures the operator has put in place. |
| Total | 100 | |