

Appendix 2: Assessment criteria

Compliance Questions

Question	Scoring
A1 (Planning): Provide a copy of any advice received from the Council's planning department following the pre-application meeting and documentation, which demonstrates that advice has been addressed.	Pass/Fail
B1 (Insurance): Provide the details and an overview of the relevant experience of the proposed supplier for the formal insurance valuation. This is for information purposes only at this stage. The valuation supplier will need to be agreed with the Council by the successful bidder.	Pass/Fail
B2 (Insurance): Provide a written statement from appropriate insurers confirming in principle their agreement to insure the sculpture in the proposed location against loss and / or damage and that they consider the security measures proposed to be of an appropriate standard. Failure to provide this will result in the tender being disqualified.	Pass/Fail

Quality Questions

Question	Weighting
C1 (Access): Provide a narrative description of the location and context within which the sculpture is to be located. This should address: <ul style="list-style-type: none">• The reasons for selecting the location;• The level of footfall in this location;	35%

<ul style="list-style-type: none"> • Sufficient access for the installation of the sculpture, taking into consideration any height, width, weight or tight corners, for access by heavy goods vehicles and lifting equipment; • Proposed process for the appointment of the installation contractor; • The extent to which the location is accessible to visitors and the ease with which the sculpture can be accessed for viewing; • The way the location provides the greatest level of visibility for the widest possible audience, including casual passers-by, people in vehicles and on public transport; • The proposed restriction on public access (e.g. night time, for maintenance, etc.) and how such restrictions on visitors will be minimised; • The manner in which the sculpture will be displayed within the surrounding landscaped area (e.g. seating, planted areas, etc.); • The proposed construction of the plinth and how the bidder will ensure that the plinth and ground are of appropriate construction to support the weight of the sculpture, the design of the plinth and its sensitivity in relation to the sculpture. <p>Provide site location plans and elevations which clearly show the proposed siting. This should include relationship to roads, footpaths, buildings, open space and trees. The plans should also show how the sculpture will be visible to passers-by on main routes through or adjacent to the site. The plans must also show the proposed location(s) of interpretation board(s) and associated landscaping surrounding the sculpture.</p> <p>Provide a set of at least four photographs showing the location with viewpoints marked on the location plan. Viewpoints to be located on main routes.</p>	
<p>C2 (Access):</p> <p>Provide a draft Outreach and Education programme setting out an indicative annual programme as well as the proposed budget for the programme for each year of the contract. Please include a projected target for the</p>	<p>10%</p>

<p>number of beneficiaries who live, work or study in Tower Hamlets and details of any local schools and/or organisations you will look to engage.</p> <p>Please also include a narrative description of any other wider community benefits the hosting organisation wishes to provide as part of the hosting arrangement.</p>	
<p>C3 (Access):</p> <p>Provide an indicative annual Marketing and Communications plan as well as a proposed budget for each year of the contract to deliver this. The plan should demonstrate how the hosting organisation will support public interest both locally and nationally of the Sculpture's new location.</p>	5%
<p>D1 (Security):</p> <p>Provide a narrative description of the proposed security arrangements (including, but not limited to, physical means, surveillance, security staff, etc.) and detail how security arrangements are monitored and are recorded.</p> <p>Provide a location plan showing the proposed location of the sculpture and proposed physical security measures.</p>	30%
<p>E1 (Maintenance):</p> <p>Provide a draft maintenance statement and schedule, setting out:</p> <ul style="list-style-type: none"> • a proposed planned maintenance regime and the process for maintenance contractor selection; • a proposed process for addressing reactive maintenance needs; • a clear mechanism for gaining Council approval prior to engaging in reactive maintenance. 	20%
<p>TOTAL</p>	<p>100%</p>