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Sent: Thur 30/07/2020 10:03:11 PM (UTC)

To: Jeff Smyth [GRO]

Cc: Tony Jowett [GRO]; Angus McDonald [GRO]; Mark Underwood [GRO]

Subject: Computer Forensics and Digital Investigations

Jeff

We have now completed the evaluation stage of the Computer Forensics and Digital Investigations procurement and BDO are the winners, see table below:

	BDO	PA Consulting	KPMG
Quality	53.53	51.7	51.1
Presentation	9.33	6	8
Cost	20	10.28	11.32
Total Score	82.86	67.98	70.42

The next step would be to notify the bidders of the outcome and move to finalise a statement of work and contract with BDO, can you confirm that you are happy for me to proceed?

The contract is being awarded under the HTE Digital Consultancy Solutions and Advisory Services Framework.

Ashfords, (external legal advisors), have reviewed the HTE Framework Agreement and have confirmed that it was let compliantly under an OJEU procedure and conforms to the Public Contracts Regulations 2015 (PCR). POL legal have confirmed previously that POL can compliantly access the HTE framework. Provided POL awards contracts in accordance with the rules under the framework agreement that apply to either direct awards or mini competitions, such contracts should be compliant.

I have sets out below the award criteria and procurement timetable that were published in the RFQ.

Activity	Time
Any clarification questions related to the requirement must be submitted via the Web3 portal. Where possible questions will be answered within 24 hours via Web3	Dead-line for the submission of clarification questions is midday the 22nd of July 2020.
All proposal documents must be submitted via the Post Office Web3 portal.	1 p.m. on Friday the 24th of July 2020
POL will schedule 30 minute presentation video calls. Appointments will be allocated by the Post Office Project Team, invitations will be sent by the Project Manager.	28 th and 29 th of July 2020 (To be hosted on Microsoft Teams by POL with the Project Team)
Selection of Winning Bidder ** Subject to POL internal governance**	3 rd of August 2020 ** Subject to POL internal governance**

Contract Award	4 th August
Services engagement commencing (indicative)	10th August 2020

Award Criteria

The tenders were assessed using the follow criteria

- Any contract award will be on the basis of the Most Economically Advantageous Tender.
- The evaluation of the Most Economically Advantageous Tender will be conducted using the Contract Award Criteria set out in the table below (Table 2).

Table 2 – Contract Award Criteria

Criteria	Weighting
Quality Requirements	80%
Pricing Requirements	20%

Table 3 –Contract Award Criteria – sub weighting

Criteria	Total weighting	Sub-criteria	Sub-weighting
Quality Requirements	80%	Operating model Design and Implementation	30%
		Experience of designing and undertaking forensic and digital audits	25%
		Innovation, Value-Added Services and overall support provided to wider POL strategic intent outside of proposal & costs	15%
		Presentation	10%
Pricing Requirements	20%	Rate Card	20%

Average day rate cost from each Bidder's responses to table 8 will be calculated and scored in accordance with the following steps:

- The response with the lowest average day rate will be given a full score and will be awarded the full marks available (20%) for this criterion.
- Other tenders will be scored relative to the lowest score on the following basis:

$$\text{Bidder's average day rate} = \left(\frac{\text{Lowest Price}}{\text{Supplier's Price}} \right) \times 20\%$$

The weighted scores awarded for each of the Quality Requirements and Pricing Requirements were aggregated to give an overall weighted final score, which was used to determine the Most Economically Advantageous Tender

Please let me know if you would like to discuss.

Thanks

Liam



Liam Carroll

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Mob: