**Question Scoring Guidance for Selection Criteria**

The full tender scoring methodology associated with the Selection criteria, including the weightings for each question, will be included in the relevant Invitation to Tender (ITT) document.

**Selection Stage (SPDS)**

The undernoted scoring guidance is applicable to all scored questions contained within the Technical and Professional Ability section within the Single Procurement Document Scotland (SPDS).

**Note**: the percentage pass threshold for the above section is included both in the Tender Contract Notice and the related ITT document. The weightings for each question within the section are included within the ITT document.

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| **GENERIC SCORING GUIDANCE** | **RATING** |
| No response is provided to the question | 0 |
| Response provided but not acceptable, not relevant or contains minimal information or, where relevant to the nature of the question, unacceptable or minimal experience / skills / resources | 20 |
| Response fails to satisfactorily answer the entire remit of the question or, where relevant to the nature of the question provides limited relevant information or limited experience / skills / resources | 40 |
| Response answers the remit of the question and contains satisfactory information or, where relevant to the nature of the question satisfactory experience / skills / resources but could be enhanced in multiple aspects | 60 |
| Response satisfactorily answers the question and contains good information or, where relevant to the nature of the question, good experience / skills / resources but could be enhanced in one aspect | 80 |
| Fully detailed response and contains excellent information or, where relevant to the nature of the question excellent experience / skills / resources answering the entire remit of the question | 100 |

**Question Scoring Guidance for Award Criteria**

The full tender scoring methodology associated with the Award criteria, including the weightings for each question, will be included in the relevant ITT document.

**Award Stage**

The undernoted scoring guidance is applicable to all of the Quality questions contained within the Award criteria.

**Note:** the weightings for each Award criteria (Price and Quality) are included in the Contract Notice. The weightings relating to the Quality criteria questions are included within the ITT document.

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| **GENERIC SCORING GUIDANCE** | **RATING** |
| No response is provided to the question | 0 |
| Response provided but not acceptable, not relevant or contains minimal information or, where relevant to the nature of the question, unacceptable or minimal expertise. | 20 |
| Response fails to satisfactorily answer the entire remit of the question or, where relevant to the nature of the question provides limited relevant information or limited expertise. | 40 |
| Response answers the remit of the question and contains satisfactory information or, where relevant to the nature of the question satisfactory expertise but could be enhanced in multiple aspects | 60 |
| Response satisfactorily answers the question and contains good information or, where relevant to the nature of the question, good expertise but could be enhanced in one aspect | 80 |
| Fully detailed response and contains excellent information or, where relevant to the nature of the question excellent expertise answering the entire remit of the question | 100 |