



Department
for Environment
Food & Rural Affairs

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Our ref: RFI 6506

12 May 2014

REQUEST FOR INFORMATION: EVALUATION CRITERIA FOR THE LAST FIVE SERVICE CONTRACTS

Thank you for your email of Thursday 10 April 14 requesting information about the evaluation criteria used for the last five service contracts let by Defra. In particular you are interested in the weighting between price and other aspects such as quality and the formula for calculating the price scores for these bids. We have handled your request under the Freedom of Information Act 2000 (FOIA).

This response is for core Defra only. We have defined a service contract as a public supply contract, in writing, for consideration for the purchase of goods by a contracting authority.

The attached table (Annex B) sets out the evaluation criteria used for the last five service contracts let by core Defra.

In keeping with the spirit and effect of the FOIA, and in keeping with the government's

Transparency Agenda, all information is assumed to be releasable to the public unless exempt. Therefore, the information released to you will now be published on www.gov.uk together with any related information that will provide a key to its wider context. Please note that this will not include your personal data.

If you have any queries about this letter please contact me.

Yours sincerely

Simon Hewitt

Direct Line: 0207 238 1548

Annex A **Complaints**

If you are unhappy with the service you have received in relation to your request you may make a complaint or appeal against our decision within 40 working days of the date of this letter. Please write to David Waller, Head of Public Request fro Information Advice Service Team at Area G07, Nobel House, 17 Smith Square London, SW1P 3JR, (email: requestforinformation@defra.gsi.gov.uk) and he will arrange for an internal review of your case. Details of Defra's complaints procedure are on our [website](#).

If you are not content with the outcome of the internal review, you have the right to apply directly to the Information Commissioner for a decision. Please note that generally the Information Commissioner cannot make a decision unless you have first exhausted Defra's own complaints procedure. The Information Commissioner can be contacted at:

Information Commissioner's Office
Wycliffe House
Water Lane
Wilmslow
Cheshire
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