**Evaluators - Frequently Asked Questions**

**Note: evaluators should check the individual contract documentation for specific details of the social value requirements for that particular contract as the requirements will vary.**

**Panel members assess and score the quality of the social value response at evaluation stage, in the same way as they would do for any other evaluation criteria designed to assess quality.**

**What is Social Value?**

Social value refers to wider financial and non-financial impacts on the wellbeing of individuals, communities and the environment. Public procurement is an important source of expenditure in Northern Ireland, with central and local government spending upwards of £3 billion annually on supplies, services and construction works. This expenditure offers significant potential to contribute to the economic, environmental and social outcomes contained in the Executive’s Programme for Government.

**What documentation will the supplier submit for the social value question?**

Tenderers’ submit:

* Written methodology response
* Social value delivery plan (social value points only)

**What documents will I (the evaluator need to read)?**

You should familiarise yourself with the award criteria, relevant schedule, the tenderer’s response, including delivery plan if using points and relevant clarification responses. If the points based approach is used you should check the bidder has committed to the indicative number of social value points set out in the award question and then assess their methodology.

The panel member uses a scoring matrix to score the quality of the response. The matrix is included in the contract’s invitation to tender. You should check the scoring matrix carefully and ensure any feedback you provide to the bidder is aligned to the score they have been allocated from the scoring matric.

**Does PPN 01/21 apply when the contract is likely to be delivered from outside of Northern Ireland?**

Yes, PPN 01/21 still applies. Remote delivery is an option for some of the social value initiatives, while other initiatives deliver social value by improving conditions for the employees working on the contract or reducing the environmental impact of the contract, regardless of location. In line with the procurement principle of non-discrimination

**What will social value look like on contracts in Northern Ireland?**

There are many different approaches to including social value in government contracts. Suppliers may be used to delivering social value under different models in other parts of the world. In Northern Ireland the main approach that has been adopted is a ‘Points Based’ approach where suppliers will be given a target based on 100 social value points for every £1m of contract value and pro-rata. Points are accrued by delivering initiatives relevant to the contract and set out in the tender documentation which have each been given a points value. This approach ensures that the social value delivered on each contract is relevant to the contract and proportionate to the value. Where the points based approach is not a good fit Contracting Authorities may use the Fixed Social Value Indicator approach which focuses on delivering social value against one a small number of indicators in the PPN. Information on both approaches can be found in the Procurement section of our website https://socialvalueni.org/procurement/

**Does the supplier get to choose which organisation they work with to deliver the social value requirements?**

Yes, in most cases the supplier can chose which organisations they work with to deliver the social value requirements; however, in some cases, the Contracting Authority may specify a particular organisation.

For some of the initiatives the Supplier will be required to notify the social value opportunities to one or more of [the brokers registered on the Social Value website](https://buysocialni.org/contractors/find-a-broker/). In relation to paid employment opportunities, the Supplier must also notify the job opportunities to [www.jobapplyni.com](http://www.jobapplyni.com)

**Can part-time hours be considered for paid employment or work experience?**

Yes. If the contract uses the social value points based approach, the points gained will be prorated. If the contract uses the Fixed Social Value Indicator approach part-time work/work experience is fine.

**Is it enough for the supplier to set out that they will comply with legal requirements in relation to the social value indicators e.g., Fair Work, Human Rights? Is this considered social value?**

The social value asked for and delivered must be additional to the legal requirements. Social value is about going beyond the minimum legal requirements.

**Can social value delivered by sub-contractors count?**

Yes. The main contractor has responsibility for ensuring that the social value is delivered on the contract and the points target met where applicable. However sub-contractors to help deliver social value initiatives. For example, a sub-contractor may employ an apprentice specifically to work on the contract or include a Social Enterprise in their own supply chain when delivering their element of the contact. The main contactor will have access to the on-line monitoring portal, so it is important that you have business processes in place to allow your sub-contractors to report their delivery of social value up to you.

**Can a bidder’s Corporate Social Responsibility (CSR) statements, policies and/or case studies be accepted as proof of how they intend to deliver the social value indicators?**

No CSR refers to how the organisation performs corporately. It is not contract-specific and therefore will not adequately address the social value award criteria.

The bidder’s response to the social value criteria should be forward looking and relate specifically to the activities they will undertake to deliver the social value requirements on the contract. For example: if the supplier organises a careers talk at a school every year, the cannot now claim social value for this as the initiative has not been delivered specifically as a result of the Contract for which they are submitting a tender response. In order to claim social value against this type of initiative, the Supplier will need to deliver an additional careers talk(s) as a result of the specific social value requirements on the Contracting Authority’s contract.

**Under the Points Approach are the points calculated based on the number of people or number of hours?**

The points are calculated based on the number of hours spent delivering the particular initiative.

**How will the social value requirements be monitored?**

The social value requirements will be monitored using the social value monitoring system.

The Social Value monitoring system is a web-based system that works in the following way:

* The Social Value Unit will issue the Supplier with login details and guidance on how to add information relating to the delivery of their targets.
* The Supplier will receive a reminder to update the report; however, Suppliers can log in to the monitoring portal at any time.
* Suppliers record their progress to date against each indicator. (There is also a notes section which Suppliers should use to record any efforts that they have made to fulfil their targets).
* A report will be sent from the system at regular intervals to both the Supplier and Client Project Managers. This report should be regularly reviewed during progress meetings to ensure the Supplier is on track to deliver their targets.

**What happens if a Supplier does not deliver on their social value commitments?**

The social value requirements set out should be proportionate and achievable. It is the responsibility of the Client Project Manager to regularly review the Social Value Delivery Reports to monitor Supplier performance against the social value requirements.

As set out in the Department of Finance’s Sourcing Toolkit: Contract Management:

*Approximately £3bn is spent annually on public contracts across Local and Central*

*Government here. It is therefore important that contracts are actively managed to ensure*

*they deliver best value for money for the tax payer. The reputations of a contracting*

*authority and contractor can be damaged by a poorly managed contract that does not*

*deliver its expected outcomes, thereby wasting public money. […] Ensuring the delivery of social value also forms part of active contract management.*

The Contracting Authority is required to develop a Key Performance Indicator for social value for inclusion within the contract documents. These must be clearly drafted, achievable and reflect the importance of the social value requirement to the project as a whole.