

AW5.2 Price Schedule for Professional Services

SOURCING REFERENCE:	PS16004
SOURCING DOCUMENT TITLE:	Press and PR for Mobile World Congress 2016
BIDDER NAME	[Bidder to add name]

Please complete the shaded yellow sections only

Section 1

Objective	Number of Days	Fixed Cost (ex VAT)	Travel and Subsistence, Overhead costs, cost of production of materials and any/all costs associated with the delivery of the project. <u>Please add notes</u>	Total Cost (Ex VAT)	Notes and Comments
1. Meeting (Initial Briefing)		£ -	£ -	£ -	
2. Plan & Organise Press Briefing in London		£ -	£ -	£ -	
3. Chair Event		£ -	£ -	£ -	
4. Ongoing Support (working with press & bloggers)		£ -	£ -	£ -	
5. Generate PR Internationally		£ -	£ -	£ -	
6. Presence at Barcelona 22nd Feb to 25th Feb		£ -	£ -	£ -	
7. Final Report		£ -	£ -	£ -	
TOTAL FIXED PRICE		£ -		£ -	

Objective (fixed Cost)	Quantity	Fixed Cost per unit (ex VAT)	Total fixed cost (ex VAT)	Notes and Comments
8. Media Pack		£ -	£ -	
9. Travel and Subsistence (please add notes)		£ -	£ -	
10. Any other costs (please add notes)		£ -	£ -	
TOTAL FIXED PRICE			£ -	

Overall Total Cost (This takes into account the Total Fixed Price for both above tables)	£ -
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Please Note: The table below is mandatory and must be completed however this is for information only and will not be scored

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Name of Staff Member	Job Title	Contract Rate/Fees excluding VAT (£/Day)	Objective Area	Number of Days	Total Cost (ex VAT)	VAT	Total Cost (Inc VAT)
		£ -			£ -	£ -	£ -
		£ -			£ -	£ -	£ -
		£ -			£ -	£ -	£ -
		£ -			£ -	£ -	£ -
		£ -			£ -	£ -	£ -
		£ -			£ -	£ -	£ -
		£ -			£ -	£ -	£ -
		£ -			£ -	£ -	£ -
		£ -			£ -	£ -	£ -
		£ -			£ -	£ -	£ -
		£ -			£ -	£ -	£ -
		£ -			£ -	£ -	£ -
		£ -			£ -	£ -	£ -
		£ -			£ -	£ -	£ -
		£ -			£ -	£ -	£ -
		£ -			£ -	£ -	£ -
		£ -			£ -	£ -	£ -
		£ -			£ -	£ -	£ -
TOTAL FIXED PRICE					£ -	0.00	£ -

All prices are firm and fixed and include person fees, travel and subsistence costs, overheads and cost of any materials produced.  
All prices are exclusive of VAT