Crewe Town Centre Arts Trail and Arts Development

**Clarification queries received and responses given**

I was wondering if you could clarify whether a portion of the overall £90,000 has already been ring fenced for the production and installation of the arts trail?

1. *Is the expectation that this is a full time equivalent position or can the consultant propose a resource schedule that can deliver on the objectives of the commission?*

The spend allocation of the available funding is subject to the consideration of the tendering organisation or individual. Therefore there is an expectation that the funding will cover the revenue costs of the arts professional delivering the project as well as funding engagement activities and events and the final installation and resources for an arts trail. Therefore, yes the consultant can propose the resource schedule

1. *The Tender documentation estates that:*

*Every tender shall be addressed to the Town Clerk (Proper Officer)*

*Tender submissions should be in hard copy/paper form accompanied by a digital copy on a data/memory stick or device"*

*But we were wondering if you accept proposals via email or other digital channel, even if as a back-up method of submission?*

Unfortunately, due to the formal and regulated nature of tenders we are obliged to receive them in a physical format (we are seeking that this regulation is updated, but at the minute the requirement stands). So we will need a paper copy to be received at our offices by the deadline

You are welcome to email it as well, but it cannot be opened until the deadline has passed.