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This matter is being dealt with by: **Becky Willson**

Telephone**: 01579 372376**

Email: **Becky.Willson@duchy.ac.uk**

**INVITATION TO QUOTE – APP DEVELOPMENT**

Cornwall College Further Education Corporation (herein after referred to as the College) wish to invite you to provide a quotation to provide the College’s requirement detailed in Part 1 of this document.

Your quotation must be submitted on Part 2 of this document and returned by email to **Becky.Willson@duchy.ac.uk** to be received no later than the **13th June 2018** and indicate all discounts thereby showing the nett Total Price. **Any quotation submitted after the time and date specified will not be considered and will be rejected.**

The College does not bind itself to accept the lowest or any quotation and each item will be considered as constituting a separate offer.

**TREATMENT OF SUPPLIER SUBMISSION**

In order to reflect the requirement identified the College shall use the following award criteria; weightings and methodology to evaluate and accept the most economically advantageous quotation

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| **Award Criteria** | **Weighting %** |
| 1. **Price** | 40 |
| 1. **Quality split into the following sub-criteria:** 2. Method statement or delivery plan. 3. Experience of Supplier’s individual/team to perform the Services. 4. Quality assurance (see Part 1, section 2, C. Other specifications) | 20  20  20 |

The College shall use the following approach to evaluate the award criteria:

**Price**

Suppliers are asked to note the following:

* the College has allocated a **maximum budget of £40,000 inclusive of VAT** for these Services.
* should a Supplier’s Price exceed the College’s maximum budget the Supplier’s quotation will be awarded a fail and the remainder of the Supplier’s quotation will not be evaluated.

The Supplier that provides the lowest Total Price shall receive the maximum percentage score available for Price, all other Supplier’s will be scored relative to the lowest Total Price in accordance with the following equations:

Lowest Total Price

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ x Weighting % = Supplier’s Price Score.

Supplier Total Price

**Quality**

The College shall use the following scoring system to evaluate each quality award criteria:

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| **Guideline for evaluation** | **Score** |
| Response completely fails to meet the required standard or no response provided. | 0 |
| Response falls short of achieving the required standard in a number of identifiable respects. | 1 |
| Response meets the required standard in most material respects, but is lacking or inconsistent in others. The assessment indicates the Supplier has demonstrated, with some reservations, their ability to provide the goods and services being assessed | 3 |
| Response meets the required standard in all material respects and the assessment indicates the Supplier has demonstrated their ability to provide the goods and services being assessed. | 5 |

The College shall apply the quality score to create the Supplier’s final quality score in accordance with the following equation:

Supplier’s quality score

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ x Weighting % = Supplier’s Quality score.

Maximum quality score

The College shall then add the price score to the quality score to determine the Supplier’s final score and define the most economically advantageous quotation.

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| **PART 1 - COLLEGE’S REQUIREMENT** |
| **Specification / Description of requirement** |
| 1. **Background to the College’s Requirement**   The Agri-tech Cornwall Project (ACP) is a 3 year £10m initiative to increase Research Development and Innovation in the Agri-tech sector across Cornwall and the Isles of Scilly. It is part-funded by the European Regional Development Fund.  Open to small and medium-sized Cornish companies, this is a once in a lifetime opportunity to develop and apply new technologies assisted by project partners, research grants, grants and graduate placements. For more information see [www.agritechcornwall.co.uk](http://www.agritechcornwall.co.uk)  The project is led by the College’s Duchy College Rural Business School in partnership with leading research institutions – the Universities of Exeter and Plymouth and Rothamsted Research, as well as the Cornwall Development Company.  The Farm Crap App is an award winning mobile phone application that has been developed by Duchy College Rural Business School and Rothamsted Research North Wyke to help farmers calculate the nutritive and economic value of their slurries and manures and to integrate their use into their fertiliser plans. The app is available on Android and Apple devices and has been build to work irrespective or mobile or internet signal in the field. For more information please see [www.swarmhub.co.uk/fca](http://www.swarmhub.co.uk/fca)   1. **Description of the Services required**   The Agri-tech Cornwall project has awarded the Farm Crap App project team a research grant to continue the development of the app and to develop it in order to widen its appeal both to farmers as well as agricultural contractors, consultants and compost produers.  The project will allow the development of a fully integrated app which includes all the relevant RB209 data and has an optimised user interface which includes the new requirements of the additional users (contractors, advisors and compost producers).  The finished app needs to be available on both Android and Apple devices.  The development of the new app is split into two distinct work packages (A and B):   1. New crop nutrient requirements and manure information   The supplier shall be required to input all crop recommendations from the new version of RB209 (released May 2017), including nitrogen, phosphate and potash for a list of specified crops.  The RB209 can be downloaded from <https://ahdb.org.uk/projects/RB209.aspx>  Section 1 <https://ahdb.org.uk/documents/RB209/RB209_Section1_WEB_2017-12-01.pdf>  Section 2 <https://ahdb.org.uk/documents/RB209/RB209_Section2_WEB_2017-12-01.pdf>  Section 3 <https://ahdb.org.uk/documents/RB209/RB209_Section3_WEB_2017-12-06.pdf>  Section 4 <https://ahdb.org.uk/documents/RB209/RB209_Section4_WEB_2017-12-06.pdf>  Section 5 <https://ahdb.org.uk/documents/RB209/RB209_Section5final.pdf>  Section 6 <https://ahdb.org.uk/documents/RB209/RB209_Section6_WEB_2017-12-01.pdf>  Section 7 <https://ahdb.org.uk/documents/RB209/RB209_Section7.pdf>  Additional manure types and methods of application will be required, including the calculation of crop available nutrients from laboratory analysis results.  The development of a specific package to help users deal with NVZ requriements will be required as part of this project. The proposed build programme will include the initial development of a beta version which the project team will test with users and then incorporation of feedback into the completed app.   1. Networking features and opportunities for enhanced user experience   The supplier shall be required to enhance the current mapping feature within the app to allow users to easily map their fields and document management within the fields.  The new version will need to be designed to allow for synchronisation between devices (for example a mobile phone used in the field and the farm computer or tablet).  The supplier will work in such a way that a beta version is available to test with farmers users and then recommendations implemented.     1. Other specifications   The supplier shall be required to evidence the appropriate project management and procedures, especially for agile development, quality assurance, risk management to enable an iterative approach to a user-focused application development, testing and support.  The finished app needs to be available on both Android and Apple devices.  The app is required to be developed as open source, so the source code and associated development information is required to enable future parties to develop or roll-back to past iterations.  **Services Term**  The Supplier is required to provide the Services over a nine month period commencing in June 2018 so that Services are completed by 28th February 2019. Please explain in Supplier Submission (Part 2 section 2.1) any reasonable changes to these dates.  **Experience of Supplier’s individual/team to perform the Services**  In order to provide the Services the Supplier shall provide the provision of an appropriately qualified individual or experienced team. The Supplier’s team member(s)delivering the Services shall be required to demonstrate that they are able to meet the College’s minimum standard which are as follows:   * current and relevant track record of working with any relevant sectors (agriculture, research, and technology); * an understanding of nutrient management and RB209 * ability to develop secure, private, user friendly applications dependant on reference data tables and diverse sources of situational data (for example user input, geographic data, financial information, management records, etc) * be available for an immediate start * experience in developing simple to use decision support apps for farmers |
| **College – Terms and Conditions** |
| Double-click to open Terms and Conditions (PDF document) |

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| **PART 2 - SUPPLIER SUBMISSION** | | |
| **No** | **Description** | |
| 1 | **Price – 40% Weighting**  Provide a price schedule below to confirm the Total Price to provide College’s requirement detailed in Part 1.  Suppliers are asked to note the following:   * the College has allocated a **maximum budget of £40,000 inclusive of VAT** for these Services. * should a Supplier’s Price exceed the College’s maximum budget the Supplier’s quotation will be awarded a fail and the remainder of the Supplier’s quotation will not be evaluated. | |
| **Supplier Submission** | |
| 2.1 | **Quality – Method statement/delivery project plan – 20% Weighting**  The Supplier is required to provide a method statement confirming how they intend to provide the requirement detailed in Part 1.  Supplier’s method statement must address all issues detailed in Part 1 | |
| **Supplier Submission** | |
| 2.2 | **Quality – Experience of Supplier’s individual/team to perform the Services – 20% Weighting**  The College consider that the quality of the supplier assigned to deliver the Services will have a significant impact on the level of performance of the contract, as such the College may in accordance with 67(3) (b) of the Public Contract Regulations 2015 take into account the organisation, qualification and experience of staff assigned to performing the contract as an award criteria.  The Supplier is required to provide a statement and supporting information (i.e. CV’s of Suppliers team or examples of publications) to demonstrate that the Suppliers proposed individual or team meet the College’s minimum standard which are as follows:   * current and relevant track record of working with agriculture and technology; * that the team members providing the Service have experience of iteratively developping user-friendly applications, their testing and support; * be available for an immediate start. | |
| **Supplier Submission** | |
| 2.3 | **Quality – Delivery and Quality assurance – 20% Weighting**  The supplier shall be required to evidence the appropriate project management and procedures, especially for agile development, quality assurance and risk management to enable an iterative approach to a user-focused application development, testing and support. | |
| **Supplier Submission** | |
| 3 | **Declaration**  I/ We the undersigned do agree to supply the Services at the prices quoted above and in accordance with the College’s Terms and Conditions which have precedence over all others.  I declare that to the best of my knowledge the answers submitted (and any supporting documents) are correct and understand that the information will be used in the evaluation process to assess my organisations suitability for the requirement. | |
| Supplier Name: |  |
| Address: |  |
| Contact: |  |
| Telephone No: |  |
| Position: |  |
| Email address: |  |