





## ANNEX A1 – PREAMBLES TO PRICING SCHEDULE

The Pricing Schedule is located in Annex B, Tables 1 and 2.

### Preambles

- a) The Service Provider is required to deliver the services set out in the Specification (Annex 1 to Attachment 1).
- b) All Service Provider's expenses shall be deemed as included in the staff rates. This includes, but is not limited to travel, accommodation, subsistence, etc.
- c) All rates shall exclude VAT.
- d) The Pricing Schedule is split into two elements: fixed lump sum for the initial scope of services (business case development support, including assessment and quantification of the wider economic benefits of the scheme), and time based for the optional scope of services.
- e) Table 1 in Annex B shall be completed by providing a single total price to deliver all the Services detailed in Section 2.1, Annex 1 to Attachment 1 – Specification to meet the milestones set out in Section 5 thereof.
- f) The Pricing Schedule for ongoing support is based on Time Charge and as such Table 2 shall be completed by providing rates for all individuals charging time. All expenses are deemed to be included in the rates and price in the Pricing Schedule in both Tables 1 and 2 in Annex B.
- g) Normal day rates shall be valid for a minimum 8 hour day Monday - Friday, and shall be incorporated for any part thereof in accordance with the GLA Economic, Research and Evaluation Framework Agreement 80405. The day rates are deemed inclusive of any additional hours over 8 hours worked during the course of a day. The rate shall be valid for an 8 hour and shall be prorated for any part thereof.
- h) Staff Designation/Disciplines/Grades shall match those found in the Annex 2 to Schedule 6, and their competencies shall match the descriptions shown. The Pricing Schedule shall clearly highlight the Staff Discipline in line with the above referenced Staff Designation Description. Rates for individual staff shall not exceed the maximum rates under the framework Lot 1 – Monitoring and Forecasting.
- i) Candidates named in the Pricing Schedule shall correspond to the CV(s) included in the Consultants Proposal and correspond to the consultant grade descriptions described in Annex 2 hereto.
- j) The Service Provider shall not include any additional staff who exceed the maximum rates as set in each Grade under the Framework. Tenderers can add additional designations, not Staff Grades, to Annex B, Table 1 – Fixed Price, Pricing Schedule.
- k) The rates in Pricing Schedule, Table 2 in Annex B shall remain fixed and firm for the duration of the contract.