Response Document

Part 3 Pricing

**Sections Page no**

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**For Participant’s information - the questions in this section are evaluated by:**

* **[Marks / percentage weighting].**

**This is indicated next to each question for your convenience.**

Pricing

The total marks value of this section is **20 %**

The Participant must note that all prices should incorporate all of the following elements:

Staff / Labour Costs

Research

Materials

Transportation

Expenses

Packaging Materials and Delivery Costs

Assignment of Intellectual Property Rights

Licensing Costs

Any Third Party Costs (where the Participant has sourced a sub-contractor or provider)

Inflation

The prices will be in GBP (£).

The Participant will provide a breakdown of all cost elements for OS’ reference.

The pricing submitted in this Part 4 will be evaluated as follows:

the Participant identified as the overall lowest Total Price will be awarded 100% of the marks available; and

other Participants will receive a percentage of the marks available on a pro-rata basis, which will be calculated as follows:

*(****Lowest price*** *divided by* ***Participants price****) multiplied by the* ***Marks available*** *= the* ***Participants Weighted Score***

Please refer to the example evaluation matrix for a worked example of the pricing evaluation.

Pricing response – 20% Weighting

The Participant is required to provide a price their full proposal including all desirable sections for an Enterprise licence with unlimited users for a 5 year contract.

# (Please note pricing for integration with DocuSign and D365 should not be included in this response)

|  |  |
| --- | --- |
| **Cost Element Description** | **Price** |
| E-tender Portal | £Click or tap here to enter text. |
| Contract Management System | £Click or tap here to enter text. |
| Training | £Click or tap here to enter text. |
| Support | £Click or tap here to enter text. |
| Migration from current systems | Click or tap here to enter text. |
| Other desirable requirements | £Click or tap here to enter text. |
| Total  | £Click or tap here to enter text. |

Please also provide a full breakdown of all cost elements for OS’ reference.