|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Quality (Max word Count 300 per question)** | | **Weighting**  **30%** | | **Score Available** |
| Q1 | **Do you have experience of working with Further Education Establishments?** | | |  |
|  | Response: | | | 10 |
| Q2 | **Does your equipment have the ability to be upgraded/updated to adapt to new technologies/requirements?** | | |  |
|  | Response: | | | 10 |
| Q3 | **Will you provide on site training sessions to staff?** | | |  |
|  | Response: | | | 10 |
| Q4 | **Will there be online training materials available?** | | |  |
|  | Response: | | | 10 |
| Q5 | **Do you have previous experience of delivering this type of service, please give examples/names if possible.** | | |  |
|  | Response: | | | 10 |
| Q6 | **Have you encountered any problems with accessing specific parts for the product required when it has stopped working/requires replacing?** | | |  |
|  | Response: | | | 10 |
| Q7 | **Can you meet the “minimum requirements” stated above?** | | |  |
|  | Response: | | | 10 |
| Max **Score** for this Section | | | | **70** |
| **Added/Social Value (Max word Count 500 per question)** | | **20%** | |  |
| Q13 | **Do you/Will you provide specialist support?** | | |  |
|  | Response: | | | 10 |
| Q14 | **Can you confirm there will be no additional costs incurred after the award of the contract?** | | |  |
|  | Response: | | | 10 |
| Q15 | **What is the current lead up time for delivery and installation from the point of order?** | | |  |
|  | Response: | | | 10 |
| Max **Score** for this Section | | | | **30** |
| **Overall Maximum Score** | | | **100** | |

All Prices to be exclusive of VAT

The costs must include all capital costs, help desk/support, training, updates, commissioning, maintenance, and any other costs related to delivery of the goods or services, please note the college will not accept any additional costs than those detailed by the supplier, all additional costs must be detailed for the term of the contract.

Please complete the information requested in **Appendix 1\_Pricing Schedule**

**Overall Value of Quotation (incl. of delivery and installation)**

£…………………………

Signed by: ....................................................... Name(s): .................................................

Position: ...........................................................

For and on behalf of: .................................................................................................................

Address: ...................................................................................................................................

Date: .......................................................