

**SSRO-C-131 Stakeholder Survey 2024**

Appendix 3: Pricing Schedule

[Name of Bidder]

Pricing Schedule

## Fixed Price

* + 1. The fixed price quoted forms 30% of the overall award criteria.
    2. Please state a fixed price (excluding VAT) in Table 1 for delivery of all service requirements set out in the Specification (Appendix 1). The SSRO will only use the information in this table for the price evaluation.

Table 1: Fixed price

|  |  |
| --- | --- |
| **Bid price in £ excluding VAT** | **£** |

## Pricing notes to bidders

* + 1. Please note the affordability threshold set out at paragraph 3.3 of the Invitation to Tender.
    2. Payments will be staged, based on successful completion of milestones as described in section 3.7 of the Specification (Appendix 1).
    3. The fixed price set out in Table 1 must be inclusive of all disbursements, including travel and subsistence. The SSRO expects the contractor’s appointed personnel will be able to deliver the services from the contractor’s own office or remotely.
    4. Bidders are strongly advised to check all figures and arithmetical calculations before submitting their Tender. The SSRO will not allow bidders to amend their pricing after the deadline. If the tender is accepted, the supplier will not be entitled to claim, and the SSRO will not allow any increase in the fixed price.
    5. The SSRO will investigate bids where the price appears to be abnormally low. If the bidder cannot provide genuine reasons for the low prices (which may include justifying the sustainability of the bid over the life of the contract), then the SSRO may reject the Tender.
    6. The tender must be based on prices which exclude Value Added Tax. This tax, if applicable, will be paid by the SSRO as an addition at the appropriate rate on the invoices when submitted.
    7. Please refer to the ITT for further details, including the guidance on price evaluation methodology.