AW5.2 Price Schedule for Professional Services

SOURCING REFERENCE:	UK SBS PS16220
SOURCING DOCUMENT TITLE:	Innovate UK Brand Development Tender
BIDDER NAME	[Bidder to add name]

Please complete the shaded yellow sections only

Bidder Guidance
Please ensure that you complete both Section 1 and 2 as set out below. All prices quoted should remain fixed and firm for the duration of the contract. The price in Cell F22 is the figure that will be used for evaluation purposes

Section 1 - Year 1 Fixed Costs

Objective	Number of Days	Total Fixed Staff Cost (ex VAT)	Travel and Subsistence, Overhead costs, cost of production of materials and any/all costs associated with the delivery of the project.	Total Cost (Ex VAT)	Notes & Comments
1. Collection of existing assets through Third Light asset library and review of existing brand book		£ -	£ -	£ -	
2. Production of the brand book supplied as an interactive PDF with links to downloadable assets		£ -	£ -	£ -	
3. Design files for the brand book to enable easy updates		£ -	£ -	£ -	
4. Design templates		£ -	£ -	£ -	
5. Toolkit creation to include all assets				£ -	
6. Other Fixed Costs		£ -	£ -	£ -	
TOTAL FIXED PRICE				£ -	

Section 2 - Fixed and Firm Day rates for the duration of the Contract. These rates will be applicable for all additional work as described in the specification

Job Title	Contract Day Rates excluding VAT	Discounted Day Rates excluding VAT
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -
	£ -	£ -

All prices are firm and fixed and include person fees, travel and subsistence costs, overheads and cost of any materials produced.
All prices are exclusive of VAT