**Social Media and Marketing Consultancy Services for the Business Investment for Growth Productivity Project**

**TEN 461**

**Tender Response Document**

Note:

Please complete this form and send in with your covering letter. Please see ITT TEN 461 section 7.3 regarding information that needs to be contained within the covering letter.

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| Company Name |
| E1. Please demonstrate how your experience in a social media and/or PR role, either in-house or agency meets our requirements detailed in Section 2 of the ITT TEN461. In doing so, please provide brief details and duration of appropriate roles |
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| E2. Please provide details of 2 Social Media campaigns that you have been involved in. |
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| E3. It is our intention to have productivity based blogs on our website, please give details of how you intend to fulfil this requirement. This may be from past experience or by attracting guest writers. |
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| E4. Please provide details of your experience in producing articles for the local media. Provide 2 examples |
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| E5. Provide details of any 2 events that you have helped organise which would be relevant to this commission. |
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| E6. The BIG Productivity programme is designed to provide grants to Cornish SME companies operating from within Cornwall. In fulfilling this contract, therefore, it is essential to have an understanding of the Cornish economy and the place of SMEs within this economy. Please briefly describe how you would market BIG Productivity; reference may be made to specific roles |
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| E7. Person day rate based on a minimum of 1 day per week for the duration of the contract. Please indicate whether VAT is included in your rate. |
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