**Provision of Graphic Design Services - Response to Clarification Questions**

**Q) Please could you provide more info regarding the recently published tender, and scope of the work required.**

**A) In relation to the scope of works, the Invitation to Tender (attachment) covers our requirements and can be found under 'More Information', attachment - titled - Invitation to Tender - Provision of Graphic Design Services - Social Work England 10113 - Final.doc'.**

**Update 30/09/2022 - The Invitation to Tender was updated as detailed in the Description of the Tender Notice. The file has now changed to -** [**Invitation to Tender - Provision of Graphic Design Services - Social Work England 10113 - Final-Revision1.doc**](https://www.contractsfinder.service.gov.uk/Notice/Attachment/fc59f216-9258-4123-8a0c-624239045d89)**.**

**Q) Can you provide an indication of budget for the services required?**

**A) With regards to the budget available for this procurement, Social Work England will not be publishing an actual figure that we expect bidders to work to. We expect bidders to state their best estimated costs, to fulfil our requirements during the contract term stated within Invitation to Tender. Tenders will be evaluated on the basis of 30% price and 70% response to method statements. Further detail on how price will be scored can be found at point 17.5 in the invitation to tender document.**

**Q) Can you provide detail on who the existing service provider is if one is in place?**

**A) Social Work England do not hold a contract with a provider for the overall services as this work was done on an ad hoc basis. We’ve now combined our requirements as detailed in the Invitation to Tender (ITT) to seek a Contract with a provider for the duration specified in the ITT.**

**Q) Check if you were accepting copywriters only for the above tender?**

**A) Please refer to section 2 (Aims and Objectives), of the Invitation to Tender, that reads ‘Social Work England are seeking to establish a Contract with a provider’, and section 2.2 that reads ‘pending budget availability for future years, Social Work England may require the successful provider to undertake the following work on an Ad hoc basis’. For this invitation to tender we are seeking a single provider to deliver against all of the services as stipulated in the ITT.**

**Q) Reference the Cost Matrix Table to be completed. Can you provide further detail as to how we should price the service required?**

**A) We have made a revision to the Invitation to Tender, Cost Matrix Table in Part B (Response to Tender), as per Section 12 Social Work England’s Rights, and detailed in the Description of the Tender Notice as an Important update.**

**Q) In reference to Part B (the tender submission document) it appears that Question 5 is a repeat of Question 4. Can we assume that this is an error and should be replaced with the following Question 5 as it appears on page 21 of the ITT Part A.**

**A) We have updated The Invitation to Tender - Method Statement Question 5 of Part B (Response to Tender), to reflect the correct information as per Section 16 Response to Method Statements Table and covered in the Description of the Tender Notice as an Important update.**

1. **Could you please give an indication of the contract's estimated value?**
2. **With regards to the estimated Contract value, Social Work England will not be publishing an actual figure that we expect bidders to work to. We expect bidders to state their best estimated costs, to fulfil our requirements during the contract term stated within Invitation to Tender. Tenders will be evaluated on the basis of 30% price and 70% response to method statements. Further detail on how price will be scored can be found at point 17.5 in the invitation to tender document.**