**Early Market Engagement Questions**

Stakeholder & Media Management System

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| No. | Question | Supplier Response |
| 1 | *Please refer to the draft specification document.*  Do you recommend any changes to the proposed approach? |  |
| 2 | Please confirm the current lead times for the proposed laptop kits from contract award to delivery to IPO’s premises. |  |
| 3 | Please confirm your capacity to deliver the laptops in batches of 500, can you also detail what the maximum and minimum quantity could be handled at any time |  |
| 4 | How would you propose that the contract / pricing model be structured? |  |
| 5 | Are there any public sector framework agreements which you sell these services through? If so, please list the framework reference and name. |  |
| 6 | If requested, would your organisation be able to offer a demonstration of your product/devices? Would your organisation be able to offer any demo units (free of charge), if so please confirm the period of time we would be able to hold the units and detail any other key terms relating to the demo units. |  |
| 7 | Are there any KPIs/SLAs which you would expect to see within the contract? |  |
| 8 | What headline risks should the IPO account for within a contract of this type?  Who should bear these risks? |  |
| 9 | Do you have any comments or suggestions regarding the number of devices which the IPO would require, or how the IPO would determine the optimal number? |  |
| 10 | What information, as a minimum, would you require as part of a tender process to enable you to make an informed response/bid? |  |
| 11 | What examples of Social Value could be delivered within the contract?  For reference, Social Value can be split into three areas:  • economic (e.g., employment or apprenticeship / training opportunities, payment of living wage)  • social (e.g., activities that promote cohesive communities, charitable work)  • environmental (e.g., efforts in reducing carbon emissions, recycling of equipment)  The IPO are under an obligation to include social value within its contracts. |  |
| 12 | Can you detail whether the warranty terms of the supplied laptops would allow the authority to repair aspects of the devices which aren’t covered by manufacturers warranty but without voiding said warranty |  |

**Please enter the estimated Prices for the below devices**

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| --- | --- | --- | --- | --- |
| No. | Device | Description, make and model of proposed device | Cost in £ | Per Unit |
| 1 | Purchase of Device One (Clam Shell Laptop) |  |  | Per Device |
| 2 | Purchase of Device Two (2-in-1 Laptop/Tablet) Please include in your pricing the cost of accompanying keyboard. |  |  | Per Device |
| 3 | If purchasing in bulk can provide any savings to the IPO, please specify here |  |  |  |
| 4 | Lease of Device One (Clam Shell Laptop) |  |  | Per Device |
| 5 | Lease of Device Two (2-in-1 Laptop/Tablet) Please include in your pricing the cost of accompanying keyboard. |  |  | Per Device |
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Please return your response via the upload feature on Atamis.