

RCloud Tasking Form – Part C: Task Response Form

TO BE COMPLETED BY THE BIDDER

1. Proposal

Registered Company Name	Behavioural Insights Ltd
Registered Address	58 Victoria Embankment London EC4Y 0DS
Registered Company Number	8567792
Proposal Reference (attached)	RQ0000021041
Proposed Task Start Date	2 May 2023
Proposed Task End Date	24 January 2024

2. Cost Proposal

SUMMARY

TOTAL COST OF TASK	
Firm Price Quotation (ex VAT) – Core Activity Only	£194,475 BIT is a social purpose company, delivering social impact is a core value and underpins all our work. We only work on projects which fit this goal. This means that on exceptional occasions, when we think there is an excellent fit between the needs of the project and our organisational interests, strengths and experience, we consider an appropriate reduction in our rate to ensure we deliver the best value for money for our clients. Our current rates for this proposal are lower than our submitted rates for the overarching RCloud Framework.
Firm Price Quotation (ex VAT) – Including Options (if applicable)	N/A

COST BREAKDOWN

Please provide a full breakdown of all costs associated with this Task. Inserting additional rows into the Table below, as required

Please identify whether each row forms part of the Task core activity or is an optional item.

PROVISION FROM SERVICE	Hourly Rate	Quantity	Sub-Total	Core/Option
Manpower (insert rows below as appropriate)				
Each row should identify the relevant RCloud Role Description (as per the Pricing Matrix within the RCloud Portal) e.g. "Head or School or Director"				
Please identify each role, rates and number of hours. Hourly rate must be inclusive of profit and overhead. (Not to exceed the maximum rates stated in your Pricing Matrix within the R-Cloud Portal)				
Director (x1)	Redacted	Redacted	Redacted	Core
Department Manager (x2)	Redacted	Redacted	Redacted	Core
Senior Principal (x2)	Redacted	Redacted	Redacted	Core
Junior Practitioner (x2)	Redacted	Redacted	Redacted	Core
Cost Breakdown Per Activity				
Start-up Meeting with Dstl	Redacted	Redacted	Redacted	Core
Project Management (fortnightly meetings)	Redacted	Redacted	Redacted	Core
Review of taxonomic model & scoping	Redacted	Redacted	Redacted	Core
Create evidence assessment framework	Redacted	Redacted	Redacted	Core
Draft REAs	Redacted	Redacted	Redacted	Core
REA Updates post-Dstl Feedback	Redacted	Redacted	Redacted	Core
Midway check-in (present on findings so far, agree next topics)	Redacted	Redacted	Redacted	Core
Identify Experts	Redacted	Redacted	Redacted	Core
Interview Experts	Redacted	Redacted	Redacted	Core
Produce summary 1-pagers	Redacted	Redacted	Redacted	Core

Creation of Knowledge Bank	Redacted	Redacted	Redacted	Core
Future Recommendations	Redacted	Redacted	Redacted	Core
Prepare Webinars	Redacted	Redacted	Redacted	Core
Deliver Webinars	Redacted	Redacted	Redacted	Core
Final Meeting	Redacted	Redacted	Redacted	Core
Travel & Subsistence (Incl. UK Road Mileage, Accommodation)	Redacted	Redacted	Redacted	n/a
Transportation (provide detail)	Redacted	Redacted	Redacted	n/a
Range Facility (provide detail)	Redacted	Redacted	Redacted	n/a
Materials and Equipment (provide detailed list)	Redacted	Redacted	Redacted	n/a
Other: Infographics budget e.g. if needed to subcontract a design agency	Redacted	Redacted	Redacted	Core
PROVISION FROM SUBCONTRACTORS	Cost	Quantity	Sub-Total	Core/Option
Range Facility (provide detail)				Choose an item.
Manpower – identify Each Grade, rates and number of hours (based on your Rate Card)				Choose an item.
Travel & Subsistence (Incl. UK Road Mileage, Accommodation)				Choose an item.
Transportation (provide detail)				Choose an item.
Range Facility (provide detail)				Choose an item.
Materials (provide detail)				Choose an item.
Other (provide detail)				Choose an item.
ADDITIONAL CHARGES				
Handling Fee for sub-contracting in accordance with agreed rate				
INFORMATION ONLY:				

General Administration / Overheads in accordance with agreed rate	n/a	n/a	n/a	
Agreed Profit in accordance with agreed rate	n/a	n/a	n/a	

Assumptions and Dependencies (if applicable)

Please see section 3.3.2 and 3.3.3 about dependencies and assumptions

Milestone (M/S) Payment Notes:

- 1) Dstl will not make any form of Payment on Contract award.
- 2) M/S Payment cost to be qualified as Value for Money (VFM) justifiable charge.
- 3) Where Equipment is purchased in support of this Task, full payment will only be made following Contractor confirmed receipt of Equipment. If a deposit has to be paid at time of Contractor placing the Order, then this deposit payment, at the Authority's discretion, may be approved if supported by documentation as proof of Contractor payment.
- 4) For tasks of less than 6 month duration, M/S payments are at the discretion of the Authority.

3. Additional Information

3.1	Government Furnished Assets (GFA)
<p>Please state below whether GFA is required from the Authority. If 'Yes', please provide a complete list. All GFA must be recorded in a formal list whilst in the possession of the Contractor.</p> <p>For any purchased materials which will become GFE, please provide the known pricing within section 2. Cost Proposal.</p>	
<p>GFA to be Issued - No</p> <p>If 'yes' – add details below. If 'supplier to specify' or 'no,' delete all cells below.</p>	
<p>If 'Yes' – provide details here.</p>	
3.2	Contractor's Personnel and Government Establishments
<p>If performance of the Contract requires access to the Authority's site(s) please confirm insurance is in place in accordance with the R-Cloud Agreement Terms and Conditions</p>	
<p>N/A</p>	
3.3	Commercially Sensitive Information

Is any Commercial Sensitive Information included within your proposal?	
Yes	
If 'Yes', please provide the following information:	
Description of Commercially Sensitive Information: Rate, case studies and staff profiles	
Cross Reference(s) to location of sensitive information in proposal:	
Explanation of Sensitivity: Pricing within this document, staff profiles in section 3.1.1 and case studies in section 3.1.3 of our technical proposal. We consider our proposal as sensitive in that the presentation and content is proprietary information which would be helpful to competitors if made public. Most important however are our rates, case studies, methodologies and profiles of staff.	
Details of potential harm resulting from disclosure: Profiles include personal information which staff wouldn't wish to publicise without their control; the rest are commercially sensitive and would cause potential harm to our commercial interests if disclosed.	
Period of Confidence (if applicable): N/A	
Contact Details for Transparency/Freedom of Information matters: Name: Redacted Position: Senior Growth Manager Address: 58 Victoria Embankment, London, EC4Y 0DS Telephone Number: Redacted Email Address: tenders@bi.team	
3.4	Security - Research Workers Process
For Tasks where a Research Workers Form has been provided, please complete and return as per the process outlined in Part A (Task Overview). One form is required per Research Worker.	

Please return the completed Tasking Response Form by via the RCloud Portal for the relevant task.

Acceptance by the Authority of the proposal to the bidder will be through the issue of an R-Cloud notification containing a purchase order number, which must be quoted on any relevant invoices.

The RCloud (version 4) Agreement Terms and Conditions shall apply¹.

¹ https://rcloud-v4.dstl.gov.uk/assets/documents/RCloud_Agreement_Terms_and_Conditions_v4.pdf

