

FAQs – Community Engagement Website

Is the procurement team only expecting responses to include a completed section 5 and section 6 of the brief document?

Yes

There is no desire for bidders to submit proposals or any other documents at this stage?

Additional documents/evidence/case studies can be provided to support your bid.

Can you confirm if the project budget is £20,000? Does that include or exclude VAT?

£20,000 is the budget and this is exclusive of VAT

To respond, do we just email our bid through to procurement@hart.gov.uk or is there a portal we must upload our documents to?

Please email your bid to procurement@hart.gov.uk

Would you like examples of other sites built from a front end (visual) and a back end (CMS) perspective?

Yes

Would you be open to receiving a tender response including case studies of similar projects we've undertaken as evidence for this section of the awarding criteria, or if would we be marked down for not including any actual design visuals?

For the bid, we would expect to see relevant examples/case studies which showcase your expertise. Bids will not be marked down if they do not produce new work and provide existing examples to illustrate their response instead.

Please could you advise who will be required to create the wireframes and design for the website templates?

Both would be provided by the website developer (with input from the design agency)

The timeline states that a landing page will go live on 15th February, followed by the rest of the site on w/c 26th April. Please could you confirm what the landing page will include and why there is a phased approach?

The landing page will be a holding page until the remainder of the site is ready - It will include an overview of the project, contact details and a survey link. The website is required on the 15th February to launch a community survey.

How many editors will be maintaining the website?

3-4

Do you have a preference for any content management system or technology platform?

No

Can we provide a joint bid for both tenders (Website and Branding/Place Stories)?

Yes. If you would like to provide a joint bid for both tenders, both would need to be submitted by the soonest deadline (i.e. for the website tender). Alternatively, two separate bids could be submitted under the respective deadlines with reference to each other (and any savings that could be made).

Please see link below for the Branding/Place Stories tender:

<https://www.contractsfinder.service.gov.uk/Notice/e5643aba-790f-4019-be98-115349433576>