

TEN 482 Retained State Aid Advice Contract Clarifications – 17.07.2020

Q1: Can you please advise how many awards you anticipate to make?

A1: We are expecting to make one award

Q2: Can you please advise whether there is a word/page limit for the CVs and testimonials to be included in our proposal?

A2: There is no word / page limit for CVs and testimonials, but we would expect the tendering organisation shows their ability to prepare concise relevant information.

Q3: We note we are required to provide an hourly rate for the report production. Can you please confirm bidders need to provide one hourly rate (i.e. blended rate) that will apply to all personnel working on the project, or whether we are required to provide a breakdown of hourly rates per grade?

A3: We would expect one hourly rate only to be submitted.

Q4: In respect of the above tender to procure State aid advice concerning a number of projects facilitated by CLLD, please could I clarify how the pricing element of the tender will be evaluated?

Is it correct to assume that the figure which will be used, is the total overall cost to complete the scope of work explained in paragraph 4.1, and that the lowest overall cost will be awarded 25 marks?

Paragraph 7.5 of the ITT referred to hourly rates, however as paragraph 7.6 refers to overall costs, it would be helpful if you could clarify that my understanding is correct.

A4: Apologies for the confusion; please supply the hourly rate and the overall cost. The overall cost will be used to assess the tender and what the lowest overall cost will be but we also require the hourly rate.

Q5: Could you please confirm the number of projects you would expect to be reviewed within the £17,500 plus VAT budget?

A5: The tender is offering a contract on a drawdown basis, and therefore the contract will be used as and when we have a need for state aid advice as projects come forward. It is not possible to give a number of projects likely to be funded as a result.