**Clarification Questions and Answers**

**Contract Ref: C23-0607-1845**

**Title: Land-use decision support tools technical review**

Q1. In order for us to provide an accurate price for the work and produce a proposal that better reflects the aims of this project, could you please indicate the number of existing land-use decision making tools you anticipate will appraised in this project? We would also be grateful if you could please indicate which tools these are.

A1.We have 53 tools in total on our records, **though we don’t want to be limited to these if there are others known to bidders.** We’ve split these tools up by the objectives listed on the annex A (section 4):

**Objective 1 –** We have identified 17 tools which are trying to prioritise/optimise between multiple benefits

**Objective 2 -** The remaining 36 tools we would like to review for their analytical methods, but the depth of review would vary as we would like to focus on those modelling ecosystem services, particularly ‘demand’ for services.

**Objective 3 –** All tools, though we have made a start on the 17 that prioritise/optimise.

Q2. On page 7 of Annex A, it is requested that bids include: “*Availability of the Project Team for a start-up meeting in Peterborough or Aberdeen...8th January – meeting to be virtual (Microsoft Teams)”*
Could you please confirm whether the start-up meeting is expected to be face-to-face of on Microsoft Teams?

A2. This would be on Microsoft teams and would in fact likely be the beginning of the following week, 15th January (Now that we have reviewed internal availability again, and amended the deadline for submissions to the 8th January)

Q3. On page 9 of Annex A, in the ‘cost’ section of the valuation criteria table, it says “*Transparency and correctness of presentation what does presentation mean here in relation to cost?”*

Could you please confirm this requirement please?

A3. This is an error in the text, a comment has been incorporated into the text – this should read ‘*Transparency and correctness of presentation’* and in relation to cost this means that the costs are presented clearly against associated deliverables and resources, VAT is included in the final pricing and that there are no hidden costs.

Q4. Finally, should we have any further queries, could you please advise if there is a deadline for seeking clarifications from yourselves?

A4. We are available until the office closes down for Christmas (22nd of December – 2nd of January) and from the 2nd of January until the deadline for submission of the tender.