



## Schedule 4 – Pricing

### 1. Documents for completion

Tenderers should complete and return the Pricing Schedule. This can be found at Appendix 1 of this Schedule 4 (Pricing).

### 2. Pricing Evaluation Process

#### Percentage Scoring Methodology

The Percentage Scoring Methodology will be used to evaluate completed Pricing Schedules submitted for this requirement. This methodology is based on the following principles:

Firstly, the lowest tendered price will be scored 100, and each subsequent bid will be baselined to this score. So, a bid which is 20% more expensive on price than the lowest tendered price will be allocated a score of 80.

The Tenderer with the lowest price shall be awarded the Maximum Score Available. The remaining Tenderers shall be awarded a percentage of the Maximum Score Available equal to their price, relative to the lowest price submitted.

The calculation used is the following:

Lowest Price Tendered x Maximum Score Available

Tender price

Example Calculation:

Potential Supplier	Potential Supplier A	Potential Supplier B	Potential Supplier C
Price Submitted	£1,000	£2,000	£2,500
Score Calculation [(Your score / highest scoring bidder) x 100]	$\frac{£1,000}{£1,000} \times 100$	$\frac{£1,000}{£2,000} \times 100$	$\frac{£1,000}{£2,500} \times 100$
Score Awarded	100%	50%	40%



## Department for Transport

Contract Reference: *K280020941*

<b>Weighted Score Calculation (Score Awarded x Price Weighting)</b>	100 x 0.6	50 x 0.6	40 x 0.6
<b>Weighted Price Score</b>	60%	30%	24%

### Appendix 1 – Pricing Schedule

Tenderers must upload a completed Pricing Schedule to the e-tendering portal.

Prices should be submitted in Pounds Sterling inclusive of any expenses but exclusive of VAT.

Tenderers will be marked in accordance with the marking scheme set out at Schedule 4 (Pricing).

Prices offered are inclusive of any expenses, exclusive of VAT and firm for a period of 60 days following the Tender Deadline.

Excel Pricing Schedule Appendix 1 attached separately.