

Annex A: Pricing Schedule – Work Package 8a

Revision A 8th April 2020

All prices must be submitted as exclusive of VAT

Tenderers should provide a full and detailed breakdown of costs by filling out and returning the pricing tables for each of the three facilities based on a major exhibition such as COP26 and two separate pre-events (test events), set out below, i.e. a total of two separate prices and carried to a Grand Summary. This should include staff (and day rate) allocated to specific tasks applicable to each facility.

Tenderers should provide fixed prices for each key task or phase of work (which reflect the milestones, plus details of how staff will be allocated to tasks complete with individual day rates). Resources and day rates should be proposed for other tasks which may reasonably be required in the tenderer's opinion. A format for tenderer responses is given in the table below. Tenderers may expand the number of descriptions as necessary to provide a more detailed breakdown of tasks and staff. The staff day rates and rates for storage and transportation will be used to provide pricing for any other events for which BEIS may instruct the supplier to attend.

BEIS will retain 10% of the total budget for final payment upon completion and sign-off to the project board's satisfaction of the final programme report.

Task Description	Major Event (£)	2 Pre-events (£)
Phase 1 (Concept Design)		Included in major event pricing
Exhibition display stands		
Mobile demonstration showroom		
Cooking demonstration unit		
Phase 2 (Production of Exhibition Materials)		Included in major event pricing
Display stands:		
a. Outline stand		
b. Finished stand		

Mobile demonstration showroom:		Included in major event pricing
a. Shell only		
b. Complete facility		
Cooking demonstration unit:		Included in major event pricing
a. Shell only		
b. Complete facility		
Phase 3 (Transportation to Road Show Locations):	(1 location)	(2 locations)
Exhibition display stands		
Mobile demonstration showroom		
Cooking demonstration unit		
Phase 4 (Installation at Road Show Location):	(1 location)	(2 locations)
Exhibition display stands		
Mobile demonstration showroom		
Cooking demonstration unit		
Phase 5 (Road Show Delivery):	(1 exhibition, 12 days total)	(2 exhibitions, 6 days total)
Exhibition display stands		

Mobile demonstration showroom		
Cooking demonstration unit		
Phase 6 (Removal of Facilities after Events):	(1 location)	(2 locations)
Exhibition display stands		
Mobile demonstration showroom		
Cooking demonstration unit		
Phase 7 (Feedback Reports)	(for 1 exhibition)	(for 2 exhibitions)
Phase 8 (Decommissioning)		Included in major event pricing
Phase 9 (Final Report)		
Total Fee (carried to Grand Summary below)	£	£
VAT		
Total (including VAT)	£	£

Grand Summary of the Total Fee for Major Event and 2 Pre-events from above

	£
Major event	
2 Pre-events	
Grand Total*	£ _____

*The “Grand Total” for each of the events combined (i.e. two separate prices), the underlined figure in the above table, will be the commercial criterion against which bids which will be assessed and scored.

Please provide Daily rates for 8 hr day relevant to Exhibition Display Stands pricing:

Personnel/Grade	Name	Rate/day £
Project Manager		
Supervisor		
Researcher		
Security		

Please provide Daily rates for 8 hr day relevant to Mobile Demonstration Showrooms pricing:

Personnel/Grade	Name	Rate/day £
Project Manager		
Supervisor		
Researcher		
Chef		
Security		

Please provide Daily rates for 8 hr day relevant to Cooking Demonstration Unit pricing:

Personnel/Grade	Name	Rate/day £
Project Manager		
Supervisor		
Researcher		
Chef		
Security		

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Please provide indicative costs for transporting to exhibition events:

Exhibition Display Stands	£	per mile
Mobile Demonstration Showrooms	£	per mile
Cooking Demonstration Unit	£	per mile

Please provide indicative costs for storage of facilities between exhibition events:

Exhibition Display Stands	£	per day
Mobile Demonstration Showrooms	£	per day
Cooking Demonstration Unit	£	per day