

# Response Document

## Part 4 Pricing

Sections	Page no
1 Pricing .....	1
2 Pricing per Annum .....	<b>Error! Bookmark not defined.</b>

**For Participant's information - the questions in this section are evaluated by:**

- **Percentage weighting.**

**This is indicated next to each question for your convenience.**

### 1 Pricing

- 1.1 The total percentage value of this section is **30%**.
- 1.2 The Participant must note that all prices should incorporate all of the following elements:
- 1.2.1 Staff / Labour Costs
  - 1.2.2 Research
  - 1.2.3 Materials
  - 1.2.4 Transportation
  - 1.2.5 Expenses
  - 1.2.6 Packaging Materials and Delivery Costs
  - 1.2.7 Assignment of Intellectual Property Rights
  - 1.2.8 Licensing Costs
  - 1.2.9 Any Third Party Costs (where the Participant has sourced a sub-contractor or provider)
  - 1.2.10 Inflation
- 1.3 The prices will be in GBP (£).
- 1.4 [The Participant will provide a breakdown of all cost elements for OS' reference.]
- 1.5 The pricing submitted in this Part 4 will be evaluated as follows:
- 1.5.1 the Participant identified as the overall lowest Total Price will be awarded 100% of the marks available; and
  - 1.5.2 other Participants will receive a percentage of the marks available on a pro-rata basis, which will be calculated as follows:  
*(Lowest price divided by Participants price) multiplied by the Marks available = the Participants Weighted Score*

Please refer to the example evaluation matrix for a worked example of the pricing evaluation.

2 Pricing per Annum

2.1 The Participant is required to provide a fixed price per annum for the whole contract term:

Scored pricing	Price per annum (all-inclusive price excluding VAT)
Provision of Deliverables in accordance with Schedules 1,2 and 3, provided monthly as change only updates.	[REDACTED]

DRAFT