**Appendix 7 – pricing schedule**

7.1 The Price Evaluation is weighted at 40%.

7.2 Annex 1 will be evaluated on the basis of a ‘basket’ price. The basket price

will be calculated by adding together the Total amounts.

7.3 The list of items within Annex 1 have been selected as Core items or services

taken from all the various pricing Schedules, it is NOT the full list of

products/services that the Potential provider will be expected to provide.

7.4 The Price evaluation will be scored as follows:

The maximum score available will be awarded to the lowest basket price

overall price submitted by the Potential Provider. The remaining Potential

providers will receive marks on a pro rate basis as Clause 17.15 of Part A

Instructions and Information.

7.5 The worked example below illustrates how the Authority will conduct the price

Evaluation Process. (The prices shown are examples only).

|  |  |  |
| --- | --- | --- |
|  | Basket Price | Price Score Weighted 40% |
| Potential Provider A | £14,000 | 28.75% |
| Potential Provider B | £10,000 | 40.00% |
| Potential provider C | £12,000 | 33.33% |

7.5 Annex’s 2, 3, 4, 5 and 6 will form the Pricing Schedules of this Contract and will

not be evaluated.

7.6 Oxford City Council and OCB’s requires all items on Annex’s 2, 3, 4 and 5 to

be fixed for the term of the contract and possible extension, starting from the

Commencement date of the Contract.

7.7 The prices submitted should include the cost of all contingencies including all delivery, packaging and carriage costs, fuel, labour, off-loading to site, multiple delivery sites and ancillary charges. Prices however shall be exclusive of Value Added Tax (VAT).

7.8 Any prices submitted for installation services shall be deemed to be the inclusive value of the work scheduled.

7.9 The prices submitted should include any additional costs that may be applied i.e. minimum order value/quantity.

7.10 For all Annex’s where a price is required (yellow highlighted cell), you must

enter a figure to two decimal places excluding VAT.

7.11 Where the nameplate contains a number of letters that have not been

specifically priced, the price will be interpolated.

7.12 All quoted prices shall include a minimum one year warranty, as per clause 5.3

of the Terms and Conditions.

**Annex 1 – Basket of Goods Weighting 40%**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Street Name Plate Detail** | **Maximum characters** | **Mounts** | **Cost per Name Plate** | **Order Quantity** | **Total Cost** |
| Specification B  Standard Name Plate with Single Line of Text and logo | 15 | On Stands | £ | 30 | £ |
| Specification B  Standard Name Plate with Single Line of Text and logo | 15 | Wall Mount | £ | 2 | £ |
| Specification C Standard Name Plate with Single Line of Text | 15 | Wall Mount | £ | 5 | £ |
| Specification C  Standard Name Plate with Single Line of Text | 15 | On Stands | £ | 10 | £ |
| Specification D  Standard Name Plate with Single Line of Text | 15 | Wall  Mount | £ | 5 | £ |
| Specification D  Standard Name Plate with Single Line of Text | 15 | On Stands | £ | 50 | £ |
| Specification E  Standard Name Plate with Single Line of Text | 15 | Wall  Mount | £ | 5 |  |
| Specification E  Standard Name Plate with Single Line of Text | 15 | On Stands | £ | 15 | £ |
| Specification F  Standard Name Plate with Single Line of Text | 15 | Wall  Mount | £ | 5 | £ |
| Specification F  Standard Name Plate with Single Line of Text | 15 | On Stands | £ | 15 | £ |
| **Installation Detail** |  | **Type** |  |  |  |
| To fit a new Street Nameplate | 15 | Wall  Mount | £ | 20 | £ |
| To fit a new Street Nameplate on stands | 15 | On stands | £ | 90 | £ |
|  |  |  |  |  |  |
| **Extra Overs** |  |  |  |  |  |
| T Symbol for Specification B |  |  |  | 10 |  |
| T Symbol for Specification C | - | - |  | 2 |  |
| T Symbol for Specification D | - | - |  | 10 |  |
| T Symbol for Specification E | - | - |  | 2 |  |
| T Symbol for Specification F | - | - |  | 5 |  |
|  |  |  |  |  |  |
| **Total of Basket** |  |  |  |  | £ |

**Annex 2: Oxford City Council**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Street Name Plate Detail** | **Maximum characters** | **Order quantity** | **Wall Mounts cost** | **Post Mounted cost** |
| Single Line of Text and logo | Please enter quantity | 1-10 | Please enter cost | Please enter cost |
|  | As above | 11-50 | As above | As above |
|  | As above | 50+ | As above | As above |
| Double lines of Text and Logo | As above | 1-10 | As above | As above |
|  | As above | 11-50 | As above | As above |
|  | As above | 50+ | As above | As above |
| Treble Line of Text and Logo | As above | 1-10 | As above | As above |
|  | As above | 11-50 | As above | As above |
|  | As above | 50+ | As above | As above |
|  |  |  |  |  |
| **Extra Overs** |  |  |  |  |
| 816.1 No Through Road symbol |  |  | As above | As above |
| Additional characters to your maximum number |  |  | As above | As above |
| Carriage costs |  |  | As above | As above |
| Any additional costs |  |  | As above | As above |

**Annex 3: Cherwell District Council – Conservation Area**

20mm thick Cast Aluminium Nameplates, 190mm deep with 90/50mm Black Kindersley style letters and border on White Background with scalloped corners. As we understand it is difficult to advise how many letters can fit into a certain area, we will accept these as indicative costs.

|  |  |  |  |
| --- | --- | --- | --- |
| **Street Name Plate Detail** | **Maximum characters** | **Just Nameplate cost** | **c/w stand cost** |
| 800 x 190mm | Approx. 8 letters | Please enter cost | Please enter cost |
|  |  |  |  |
| 1040 x 190mm | Approx. 10-11 letters | As above | As above |
|  |  |  |  |
| 1145 x 190mm | Approx. 12 letters | As above | As above |
|  |  |  |  |
| 1320 x 190mm | Approx. 14 letters | As above | As above |
|  |  |  |  |
| 1570 x 190mm | Approx. 15 letters | As above | As above |
|  |  |  |  |
| Recycled backboard c/w Black painted Steel Posts @ 1.5m and fixings for above (as added in per column 4) | | |  |
|  |  |  |  |
| **Extra Overs** |  |  |  |
| 816.1 No Through Road symbol |  | Please enter cost | Please enter cost |
| Additional characters to your maximum number |  | As above | As above |
| Carriage costs |  | As above | As above |
| Any additional costs |  | As above | As above |

**Annex 4: Cherwell District Council – Non Conservation**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Street Name Plate Detail** | **Maximum characters** | **Order quantity** | **Polycarb Signface with Recycled Stand Unit Cost** | **Wall Mount cost** |
| Single line of Text (200mm deep) | Please enter quantity |  | Please enter cost | Please enter cost |
|  |  |  |  |  |
| Double Line of Text | As above |  | As above | As above |
|  |  |  |  |  |
| Treble Line of Text | As above |  | As above | As above |
|  |  |  |  |  |
| 3 Lines of 90mm and one line of 50mm | As above |  | As above | As above |
|  |  |  |  |  |
| **Extra Overs** |  |  |  |  |
| 816.1 No Through Road symbol |  |  | As above | As above |
| Additional characters to your maximum number |  |  | As above | As above |
| Carriage costs |  |  | As above | As above |
| Any additional costs |  |  | As above | As above |

**Annex 5: South Northamptonshire District Council – Conservation Area**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Street Name Plate Detail** | **Maximum characters** | **Order quantity** | **Die-pressed Aluminium Signface with Black Galvanised Steel Stand Unit** | **Die-pressed Aluminium Wall Mount Plate** |
| Single line of Text | Please enter quantity |  | Please enter cost | Please enter cost |
|  |  |  |  |  |
| Double Line of Text | As above |  | As above | As above |
|  |  |  |  |  |
| Treble Line of Text | As above |  | As above | As above |
|  |  |  |  |  |
| **Extra Overs** |  |  |  |  |
| 816.1 No Through Road symbol |  |  | As above | As above |
| Additional characters to your maximum number |  |  | As above | As above |
| Carriage costs |  |  | As above | As above |
| Any additional costs |  |  | As above | As above |

**Annex 6: South Northamptonshire District Council – Non Conservation Area**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Street Name Plate Detail** | **Maximum characters** | **Order quantity** | **Die-pressed Aluminium Signface with Recycled Plastic Stand Unit** | **Die-pressed Aluminium Wall Mount Plate** |
| Single line of Text | Please enter quantity |  | Please enter cost | Please enter cost |
|  |  |  |  |  |
| Double Line of Text | As above |  | As above | As above |
|  |  |  |  |  |
| Treble Line of Text | As above |  | As above | As above |
|  |  |  |  |  |
| **Extra Overs** |  |  |  |  |
| 816.1 No Through Road symbol (all depths) |  |  | As above | As above |
| Additional characters to your maximum number |  |  | As above | As above |
| Carriage costs |  |  | As above | As above |
| Any additional costs |  |  | As above | As above |

**Annex 7: Installation and/or Removal Costs**

This option may only be relevant to the following authorities as per the specifications, however in emergency situations all Councils may wish to use any of the options below:

Cherwell District Council

South Northamptonshire Council

|  |  |  |  |
| --- | --- | --- | --- |
| **Type** | **To include** | **Quantity** | **Price per name plate** |
| **Option 1 New Fit** | | | |
| New Fit (Opt 1) | Digging of holes and fitting name plate | 1-5 |  |
| **Option 2 New Fit to existing stand** | | | |
| New Fit (Opt 2) | Fit new Name Plate to existing stand | 1-5 |  |
| **Option 3 New Fit to Wall/Railings** | | | |
| New Fit (Opt 3) | Fit new Name Plate to wall/railings | 1-5 |  |
| **Option 4 Remove and Replacement – Name plate and stand when in area** | | | |
| Remove and Replacement (Opt 4) | Remove old Name Plate and stand, dispose of Name Plate and re-fit new Name Plate (in area) | 1-5 |  |
| **Option 5 Replacement – Name plate and stand in a new position** | | | |
| Remove and Replacement (Opt 5) | Remove old Name Plate and stand, dispose of Name Plate and re-fit new Name Plate (new position) | 1-5 |  |
| **Option 6 Replacement – Remove Name plate from Wall / Railings and fit new** | | | |
| Remove and Refit | Remove old Nameplate from wall/railing, dispose of Name Plate and re-fit new Name Plate | 1-5 |  |
| **Option 7 Removal and Disposal** |  |  |  |
| Removal and Disposal | Remove old Nameplate, make good the ground and dispose of the Name Plate | 1-5 |  |
| **Additional requirement** | | | |
| Emergency removal |  |  |  |
| To straighten existing Street Nameplate |  |  |  |
| To re-install |  |  |  |
| Any other costs |  |  |  |

**DEFINITIONS**

|  |  |
| --- | --- |
| **Term** | **Meaning** |
| “Authorised Officer” | Means the principle contact of the Council or OCB or such representatives that may be notified by the Authorities. |
| “the Council” | Means Oxford City Council |
| “Due diligence information” | Means the background and supporting documents and information provided by the Council and OCB’s for the purpose of better informing the tenderers responses to this Invitation to Tender |
| “OCB”  “Other Contracting Bodies” | Means contracting bodies other than the Council as detailed below:  The district councils in Oxfordshire which include, Cherwell District Council, South Oxfordshire District Council and Vale of White Horse District Council along with South Northamptonshire Council. |
| “Specification” | Means the description of the goods and or services, and any modification thereof or addition thereof as may from time to time be furnished or approved in writing by the Authorised Officer or otherwise duly made under the Contract. |
| “Tender”, “Response”, “Tender Response”, “Tendered Response” or “ITT Response” | Means the tenderers formal response to this invitation to tender |