# Document 3 – Pricing Schedule

## Project: EHRC 2122-13

The Commission is looking for Tenderers to demonstrate value for money for the services proposed.

Please provide in the table below your price to carry out the requirements of this contract, as set out in the Commission’s Specification, detailed in Document 2.

|  |  |  |  |
| --- | --- | --- | --- |
| Summary Pricing | Price (£) excluding VAT | VAT (£) (if not applicable state N/A) | Price (£) including VAT |
| **Total Fixed Price to deliver all stated requirements** |  |  |  |

All prices must be firm for the duration of the contract and be fully inclusive of all business overheads and other disbursements, attendance at meetings, or any other activity associated with the execution of this contract.

Please state any assumptions made in the pricing.

Please remember to price all elements incorporated within any project plan that you may have been required to submit.

Subject to the satisfactory performance of the Contract, payment of the agreed sum will be made in accordance with clause 4 of the terms and conditions of contract

The Contractor must keep accurate and appropriate records for three years to support expenditure incurred in this Contract. The Commission reserves the right to audit those records, at its own expense.

N.B. Charges that appear elsewhere in the Tenderer’s proposal, which are not included in this Pricing Schedule, will be presumed to have been waived. Please ensure this Pricing Schedule is returned as a stand-alone document and not submitted as part of the Technical response.

## Price Evaluation:

The costs provided in this pricing schedule will be used to evaluate the price component of each bid in line with the Evaluation Criteria specified in the Commission’s Specification - Document 2.

The Commission reserves the right to ask bidders to re-submit their costs in a revised, consistent format as part of any necessary clarification process prior to contract award.

## Declaration:

I confirm that I have the authority to offer the tendered prices on behalf of the company named below

Signed: Date:

Name:

Company:

Address: