ITT SCHEDULE 3 PRICING (FORM OF TENDER)

a) The Supplier **MUST** provide its solution cost breakdown by completing the below pricing schedule.

b) The Supplier **MUST** note that any costs mentioned elsewhere in its Full Proposal that are not included in the Pricing Schedule will be presumed by the Council to be waived. The Supplier **MUST** use the ICT pricing schedule comments column to detail any assumptions it has made in relation to charges.

c) The Supplier **MUST** state it's charging policy with regard to any new versions, releases or upgrades, if not included in its annual maintenance and support fee. Where these prices are not fixed the supplier **MUST** provide the proposed frequency of these events and the maximum price which will be charged. For the purposes of scoring the Council will apply the maximum possible charging to the total cost of ownership over a five year period.

d) The Supplier **MUST** factor into the pricing that the charging for the hosting will not commence until the system goes live.

A) Support Costs

(And 1st Year annual charges)

Please specify each module	Unit Cost (£)	No. of Units/ user licenses	INITIAL CHARGES (£)	1st Yr Annual Charges (£)	Comments
(specify)					
Total Monthly / Yearly Costs					

B) Software Licenses (if applicable)

(Include any monitoring software, vulnerability scanning, threat management software or any associated costs)

Please specify each license / module	Unit Cost (£)	No. of Units	INITIAL CHARGES (£)	1st Yr Annual Charges (£)	Comments
(specify)					
Total Software					

C) Implementation Services

	Day Rate (£)	No. of Days	CHARGES (£)		Comments
Forms/Process consultancy					
Configuration					
Data conversion					
Data integration					
Training (new solution)					
Training (enhanced features)					
Project Management					
Other - (specify)					
Total Services					

Vendors must note that the implementation costs featured above should be a fixed price for the provision of the requirements as detailed in the specification or alternatively a capped cost for these works (for the capped cost the entire maximum cost will be added to the pricing schedule). Suppliers must state the option they are pricing.

Please specify a services daily rate for any additional days:-	Day Rate (£)	Comments
Forms/Process consultancy		
Configuration		
Data conversion		
Data integration		
Training		
Project Management		
Other - (specify)		

The above costs **MUST** include all travelling/subsistence, expenses and disbursements.