

Bidder Instructions

Instructions

1	All fields in Blue must be completed
2	Bidders must break down costs in as much detail as possible, at least covering each of the headings and sub headings of this template.
3	Bidders may insert additional rows into any of the tables to provide a more detailed breakdown of costs than indicated but must not alter or delete any of the table headings or column headings.
4	Bidders must include all costs required to successfully deliver the Services, including all and any costs related to Customer Responsibilities, or Third Party solutions not provided by the Bidder
5	For the avoidance of doubt it has been presumed that all installation costs will happen in Yr1
6	All bids shall be evaluated over the contract term.
7	Bidders must include all assumptions relevant to their financial model in the 'Bidder Assumptions' tab provided
8	Please ensure cell D18 of "Financial Model - Summary" tab is showing 'Okay'. If showing 'Error- Please Check', the "Financial Model - Detail" does not reconcile to the "Financial Model - Summary". Please amend.

Bidder Assumptions (Please list the Assumptions in your financial model below)

Assumptions:

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Financial Summary

Bidder:

Please provide a summary of your commercial proposal in the table below:

Description	Cost
Delivery of Work Package 1	
Delivery of Work Package 2	
Delivery of Work Package 3	
Delivery of Work Package 4	
Total Cost	£-00