

Appendix 05 – Pricing Schedule – Lots 1, 2 and 3

South Monmouthshire Domiciliary Care and Support – Block Contracts

Failure to complete this form will deem your tender to be non-compliant.

1. You, the Tenderer, must confirm that you are able to provide the services on offer, as detailed in the Tender Pack for Proactis reference ERFX1000024.
2. The contract term is 4 years (with the option to extend for 2 years, plus an additional 2 years if necessary).
3. Please note that you, the tenderer, can bid for one, two or all three Lots. The Council will award a maximum of one Lot to any provider regardless of how many Lots they bid for. If you are successful, and ranked Number 1 in all Lots applied for, you will only be awarded your first ranked preferred Lot. Please see Appendix 01 - Invitation to Tender for full details on how each Lot area will be awarded.
4. The Council reserves the right to NOT award one, two or any of the Lots.
5. You are required to submit one urban hourly rate only, and one rural hourly rate only where applicable, that will apply to relevant Lots subject to the Block Contracts for Domiciliary Care and Support in South Monmouthshire. There will be no premium for sub one-hour calls, as the calls will be procured within a block arrangement.
6. The hourly rate must encompass all your costs for delivering this service including (but not exclusively) the requirement to pay the Real Living Wage (RLW), 45p per mile travel expenses, the payment of any other travel expenses, any premiums you wish to pay for bank holidays, evenings etc, management, training, registration and office costs. This list is not intended to be exhaustive, and it is for you to determine and include all relevant costs.
7. Hours for the lot/s for which you are applying can be found within the Lot information in Appendix 08 - Service Specification. Please take into account the geography and potential spread of packages when coming to your hourly costing.

8. Please note that for Lots 1 and 3, tenderers must provide an urban rate for Zone A and a separate rural rate for Zone B. Tenderers bidding for Lot 2 must only submit an urban rate. The rural rate allows for tenderers to take account of the specific geographies and rurality of different Lot areas. The lots are summarised below

	Support Hours Per Lot								
	Lot 1: Chepstow Town and Rural			Lot 2: Caldicot Town & surrounds			Lot 3: The Levels and Rural		
	Zone A (Urban)	Zone B (rural)	Total	Zone A (urban)	Zone B (Urban)	Total	Zone A (Urban)	Zone B (rural)	Total
Hours	887	82	969	734	53	787	467	164	631
People	52	7	59	56	6	62	37	11	48

9. If you are bidding for Lots 1 and 3, you must submit the same urban and rural rate for each Lot.
10. In calculating the price, the assumption should be made that the minimum you will be paid for is 80% of the contract price in advance, the remaining will be made up based on the provision of evidence of actual hours delivered up to 100% of the total Lot amount.
11. A pricing matrix will need to be submitted with this pricing schedule on the template provided within the tender pack, this will enable the Council to substantiate the tenderer's cost as set out in this Pricing Schedule and support with future uplift offers. A separate pricing matrix will need to be completed for both urban and rural rates (where applicable).
12. Please note that there is no additional funding for Start-up Costs in relation to the provision of the Block Contracts for Domiciliary Care services in South Monmouthshire.
13. Please also note that any contract price that you, the Tenderer, submit should take into account all the information provided in the Tender Pack, including but not limited to, the service specification, contract terms and conditions and TUPE information.
14. The contract will be awarded following an assessment of the combination of the price and quality scores as outlined within the evaluation methodology section outlined in 'Appendix 01 – Invitation to Tender'.

15. The Rural rate and Urban rate provided for Lots 1 & 3 will be combined and the average lowest price will be awarded the maximum weighting allocated to Price i.e. 40%.
16. The Tenderer should note that in accordance with the contract terms and conditions, the Council reserves the right to vary the number of hours within the block contract, up and down, in accordance with work available within agreed reviewed periods (3 monthly in first year and 6 monthly thereafter).
17. The Council may increase the Price from the 1st April each financial year (considering any increase applied previously to the Price) by the proportion by which the Office of National Statistics' Consumer Prices Index has increased (if any). The Council will also consider the impact of the real Living Wage when agreeing uplifts and will apply any uplift needed to ensure all relevant staff receive payment at rLW. For the avoidance of doubt, if there is no such increase then the Price shall remain unchanged.

Please insert your urban hourly rate in the column opposite (as set out in your pricing matrix).	<p style="text-align: center;">Year 1</p> <p>£</p> <p>(Insert hourly rate)</p>
Please insert your rural hourly rate in the column opposite (if applying for Lots 1 and 3) (as set out in your pricing matrix).	<p style="text-align: center;">Year 1</p> <p>£</p> <p>(Insert hourly rate)</p>

Lotting Preference Table

If you are bidding for more than one Lot, please rank the Lots below in order of preference. Please input N/A for any Lots you are not applying for.

	Preference of Lot (Please state First Choice, Second Choice, Third Choice as applicable in the boxes below)
Lot 1: Chepstow Town and Rural	
Lot 2: Caldicot Town & surrounds	
Lot 3: The Levels and Rural	

Please sign below to confirm that you have taken into account all the information supplied to you within the Tender Pack, when submitting your contract price. This must be signed by an Authorised Signatory and is a mandatory requirement of this tender.

Failure to sign this form will affect your tender submission.

Please note - Abnormally Low Tenders

Where the pricing of a Tender is abnormally low the Council reserves the right to reject the Tender in accordance with the requirements for further investigation under The Public Contracts Regulations 2015.

Signature:

Date:

Print Name:

Position:

Organisation: