



Dugdale Digital

SFIA Rate Card

G-Cloud 14

	Strategy & Architecture	Business Change	Solution Development & Implementation	Service Management	Procurement & Management Support	Client Interface
Follow	£500	£450	£500	£450	£500	£450
Assist	£680	£680	£680	£650	£650	£650
Apply	£920	£920	£920	£750	£750	£750
Enable	£1,080	£1,080	£1,080	£920	£920	£920
Ensure / Advise	£1,250	£1,250	£1,250	£1,050	£1,050	£1,050
Initiate / Influence	£1,580	£1,580	£1,450	£1,250	£1,250	£1,250
Set Strategy / Inspire	£1,740	£1,740	£1,670	£1,380	£1,380	£1,380

Rate Card

Standard Consultancy rate card terms:

Consultants working day:

8 hours exclusive of travel and lunch

Working week:

Monday to Friday excluding National Holidays

Office hours:

09:00 – 17:00 Monday to Friday

Subsistence, Hotels, Expenses:

Charged at a per diem Day Rate of £120 (only applicable outside M25 zone)

Mileage rate:

Charged at 0.45p per mile (only applicable outside M25 zone)

Professional indemnity Insurance:

Included in the day rate

Discounts Offered

Prompt Payment:

A discount is offered for payments made within 10 days of a fully authorised invoice. This discount is 0.5% of the invoiced amount. There is no discount available for prompt payment within the 11-30 days period.

Payment in Advance:

On an assignment being paid in advance then a discount is offered on a sliding scale of the fee that is paid in advance. For example: 100% paid up front receives 1% down to a 0.1% if only 10% is paid in advance.

Volume – Number of days & Volume - Expenditure:

The time, expenditure, volume and/or length of assignment or group of assignments for a single customer that falls into set band of days then a discount is applied to the total cost. Range of discounts is in the table labelled Effort/Fixed Price Cost

Return of unused money / resources:

If a fixed price has been paid in advance for an estimated number of days work, and it becomes clear that the work will take significantly less than the estimate then we only invoice for the agreed number of days

Follow-on work:

For work which is an immediate follow-on of a previous contract with no break in the assignment we offer a discount of 1.5%, subject to the combined contract being over 100 days.

Effort / Fixed Price Cost	Discount Over Agreed Rates	Comment
< 100 days £74,999	0%	Can be considered on an individual basis
100 – 199 days £75,000 - £149,999	1.5%	Discount not applied retrospectively
200 – 299 days £150,000 - £224,999	2.25%	Discount not applied retrospectively
300 – 399 days £225,000 - £299,999	3.5	Discount not applied retrospectively
400 – 499 days £300,000 to £374,999	4.25%	Discount not applied retrospectively
+500 days +£375,000	5%	Discount not applied retrospectively

1. Follow

Service Definition

Autonomy	Influence	Complexity	Business Skills
<p>Works under close supervision.</p> <p>Basic Security Level.</p> <p>Is expected to seek guidance in expected situations.</p>	<p>Interacts with immediate colleagues only.</p>	<p>Performs routine activities, within a structured environment. Requires assistance in resolving unexpected problems.</p>	<ul style="list-style-type: none">➤ Uses basic information systems and all Microsoft products, some specific software applications.➤ Is able to follow processes.➤ Demonstrates an organised approach to work.➤ Applies newly acquired knowledge.➤ Has basic oral and written communication skills.➤ Contributes to identifying issues.

2. Assist

Service Definition

Autonomy	Influence	Complexity	Business Skills
<p>Works under routine supervision.</p> <p>Uses minor discretion in resolving problems or enquiries.</p> <p>Basic Security Level.</p> <p>Works without frequent reference to others.</p>	<p>Interacts with and may influence immediate colleagues.</p> <p>Has some external contact with customers stakeholders and suppliers.</p> <p>May have more influence in own domain.</p>	<p>Performs a range of varied work activities in a variety of ways from Supplier management, procurement, purchase to pay processing through to contract management.</p>	<ul style="list-style-type: none">➤ Understands and uses appropriate procurement methods, ability to use tools already in place and demonstrates a rational and organised approach to work.➤ Is aware of procurement rules and regulations and any potential issues.➤ Keeps up to date with all legislation.➤ Has sufficient communication skills for effective dialogue with colleagues. Is able to work in a team.➤ Is able to plan, schedule and monitor own work within short time horizons.➤ Absorbs commercial information when it is presented systematically and applies it effectively.

3. Apply

Service Definition

Autonomy	Influence	Complexity	Business Skills
<p>Works under general supervision.</p> <p>Uses discretion in identifying and resolving complex problems and assignments.</p> <p>Basic Security Level.</p> <p>Usually receives specific instructions and has work reviewed at frequent milestones.</p> <p>Determines when issues should be escalated to a higher level</p>	<p>Interacts with and influences department/project team members.</p> <p>May have working level contact with customers stakeholders and suppliers.</p> <p>In predictable and structured areas may supervise others.</p> <p>Makes decisions which may impact on the work assigned to individuals or phases of projects.</p>	<p>Performs a broad range of work, sometimes complex and non-routine.</p>	<ul style="list-style-type: none">➤ Understands and uses appropriate methods of procurement, able to use in house tools and applications.➤ Demonstrates an analytical and systematic approach to problem solving. Takes the initiative in identifying and negotiating appropriate development opportunities.➤ Demonstrates effective communication skills.➤ Contributes fully to the work of teams. Plans, schedules and monitors own work (and that of others where applicable) competently within limited deadlines and according to relevant legislation and procedures. Absorbs and applies technical information.➤ Works to required standards. Understands and uses appropriate methods.➤ Appreciates the wider commercial impact and how own role relates to other roles and to the business of the client

4. Enable

Service Definition

Autonomy	Influence	Complexity	Business Skills
<p>Works under general direction within a clear framework of accountability.</p> <p>Exercises substantial personal responsibility and autonomy. Plans own work to meet given objectives and processes</p>	<p>Influences team and specialist peers internally.</p> <p>Influences customers stakeholders at account level and suppliers.</p> <p>Has some responsibility for the work of others and for the allocation of resources. (if needed).</p> <p>Participates in external activities related to own specialism.</p> <p>Makes decisions which influence the success of projects and team objectives.</p>	<p>Performs a broad range of complex technical or professional work activities, in a variety of contexts.</p>	<ul style="list-style-type: none">➤ Selects appropriately from applicable standards, methods, tools and applications.➤ Demonstrates an analytical and systematic approach to problem solving.➤ Communicates fluently orally and in writing, and can present complex information to both knowledgeable and limited knowledgeable audiences.➤ Facilitates collaboration between stakeholders who share common objectives.➤ Plans, schedules and monitors work to meet time and quality targets and in accordance with relevant legislation and procedures.➤ Rapidly absorbs new commercial information and applies it effectively. Has a good appreciation of the wider field of commercialism, their use in relevant employment areas and how they relate to the business activities of the client.➤ Maintains an awareness of developments across any projects or programmes and gives commercial advice and support.

5. Ensure / Advise

Service Definition

Autonomy	Influence	Complexity	Business Skills
<p>Works under broad direction. Is fully accountable for own technical work and/or project/ supervisory responsibilities. Receives assignments in the form of objectives.</p> <p>Establishes own milestones and team objectives, and delegates responsibilities. Work is self-initiated.</p>	<p>Influences organisation, stakeholders, customers, suppliers and peers within industry on the contribution of own specialism.</p> <p>Has significant responsibility for the work of others and for the allocation of resources.</p> <p>Makes decisions which impact on the success of assigned projects i.e. results, deadlines and budget. Develops business relationships with customers</p>	<p>Performs a challenging range and variety of complex professional work activities.</p> <p>Undertakes work which requires the application of fundamental principles in a wide and often unpredictable range of contexts.</p> <p>Understands the relationship between own specialism and wider customer/commercial and organisational requirements</p>	<ul style="list-style-type: none">➤ Advises on the available standards, methods, tools and applications relevant and can make correct choices from alternatives.➤ Analyses, diagnoses, plans, execute and evaluates work to time, cost and quality targets.➤ Communicates effectively, formally and informally, with colleagues, subordinates and customers.➤ Demonstrates leadership.➤ Facilitates collaboration between stakeholders who have diverse objectives. Understands the relevance of own area of responsibility/ specialism to the employing organisation.➤ Takes customer requirements into account when making proposals.➤ Maintains an awareness of developments in the industry. Analyses requirements and advises on scope and options for operational improvement.➤ Demonstrates creativity and innovation in applying solutions for the benefit of the customer.

6. Initiate / Influence

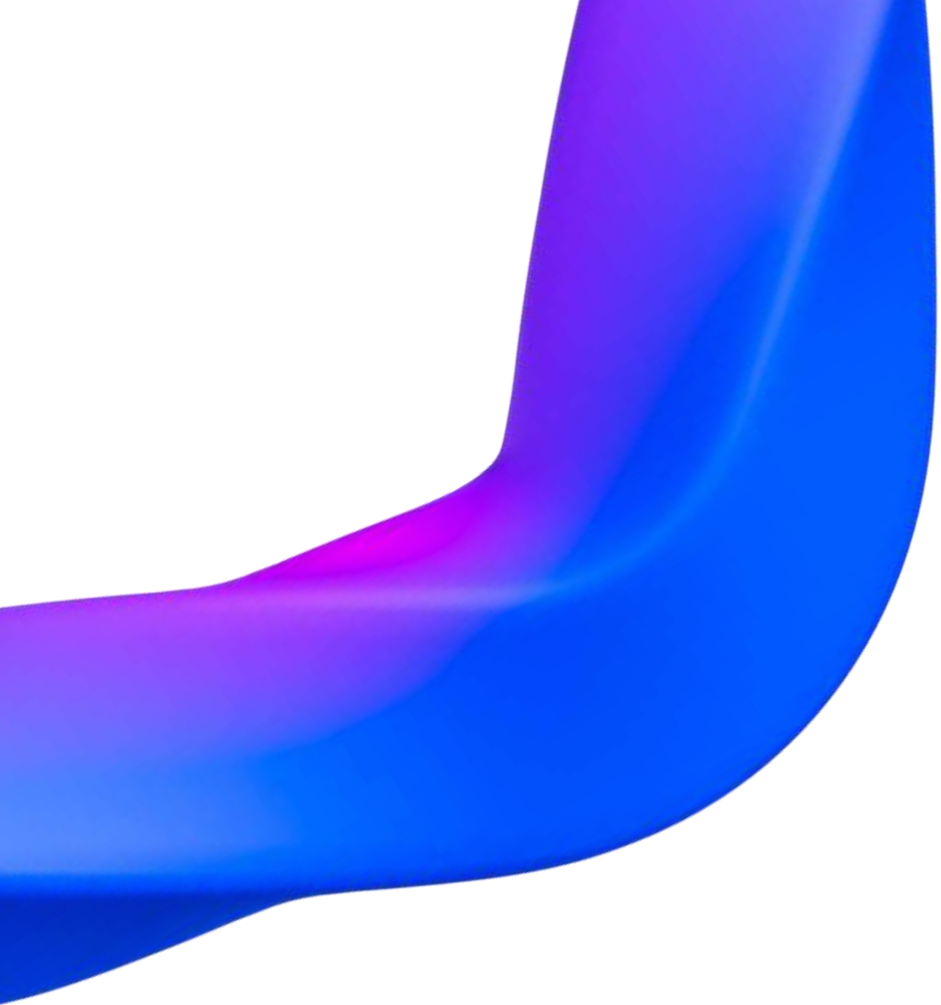
Service Definition

Autonomy	Influence	Complexity	Business Skills
<p>Has defined authority and responsibility for a significant area of work, including commercial, financial and quality aspects.</p> <p>Establishes organisational objectives and delegates responsibilities. Is accountable for actions and decisions taken by self and subordinates</p>	<p>Influences policy formation on the contribution of own specialism to business objectives.</p> <p>Influences a significant part of own organisation and influences customers/suppliers and industry at senior management level.</p> <p>Makes decisions which impact the work of employing organisations, achievement of organisational objectives and financial performance.</p> <p>Develops high-level relationships with customers, suppliers and industry leaders</p>	<p>Performs highly complex work activities covering commercial, relationship, financial and quality aspects.</p> <p>Contributes to the formulation of strategy.</p> <p>Creatively applies a wide range of commercial and/or management principles.</p>	<ul style="list-style-type: none">➤ Absorbs complex commercial and technical information and communicates effectively at all levels to both technical and non-technical audiences.➤ Assesses and evaluates risk. Understands the implications of new technologies.➤ Demonstrates clear leadership and the ability to influence and persuade.➤ Has a broad understanding of all aspects of commercial and deep understanding of own specialism(s).➤ Understands and communicates the role and impact of procurement in the employing organisation and promotes compliance with relevant legislation. Takes the initiative to keep both own and subordinates' skills up to date and to maintain an awareness of developments in the procurement industry.

7. Set Strategy / Inspire

Service Definition

Autonomy	Influence	Complexity	Business Skills
<p>Has authority and responsibility for all aspects of a significant area of work, including policy formation and application.</p> <p>Is fully accountable for actions taken and decisions made, both by self and subordinates</p>	<p>Makes decisions critical to organisational success. Influences developments within the IT industry at the highest levels.</p> <p>Advances the knowledge and/or exploitation of IT within one or more organisations.</p> <p>Develops long-term strategic relationships with customers and industry leaders</p>	<p>Leads on the formulation and application of strategy.</p> <p>Applies the highest level of management and leadership skills. Has a deep understanding of the industry and the implications of emerging commercial and business technologies for the wider business environment</p>	<ul style="list-style-type: none">➤ Has a full range of strategic management and leadership skills.➤ Understands, explains and presents complex technical ideas to both technical and non-technical audiences at all levels in a persuasive and convincing manner.➤ Has a broad and deep commercial knowledge coupled with equivalent knowledge of the activities of those businesses and other organisations.➤ Communicates the potential impact of emerging commercial and business technologies on organisations and individuals and analyses the risks of using or not using.➤ Assesses the impact of legislation, and actively promotes compliance. Takes the initiative to keep both own and subordinates' skills up to date and to maintain an awareness of developments in own area(s) of expertise



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