

Rapid Prototyping

Service Definition

Supplier	ADVANTIQ
G-Cloud Framework	G-Cloud 15
Lot	Lot 3 - Cloud Support
Version	v1.0
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Service name	Rapid Prototyping

1. Service overview

Rapid Prototyping is a time-boxed service to help Buyers explore and validate an AI-enabled concept quickly. It focuses on producing a working prototype and evidence of feasibility, rather than a production-ready solution.

2. Intended outcomes

- A working prototype demonstrating the target user journey and key AI-enabled behaviour.
- Evidence of feasibility and key constraints, risks and dependencies.
- A clear definition of what would be required to move from prototype to production.
- Stakeholder alignment through a demo and feedback cycle.
- A recommended next-step plan (for example: further prototyping, pilot, or delivery roadmap).

3. What is included

This service typically includes the following activities (within the agreed timebox):

- Kick-off session to confirm objectives, prototype scope and 'done' criteria.
- Rapid discovery to clarify users, inputs/outputs and acceptance criteria.
- Prototype build within a controlled environment (for example: sandbox or non-production).
- Basic test and validation of prototype behaviour against agreed scenarios.
- Demonstration session and feedback capture.
- Handover of prototype artefacts and recommendations for next steps.

4. Deliverables

Deliverables are provided in editable formats unless the Buyer requests otherwise:

- Prototype demonstration (remote) and walkthrough.
- Prototype artefacts (for example: code/notebooks, configuration and notes) in an agreed format.
- Summary of findings, constraints and recommendations.

- High-level plan for next steps to reach pilot or production.

5. Typical timeframe and effort

This service is normally delivered as a 2-week sprint. Each sprint is limited to a single prototype with defined 'done' criteria.

- Timeboxed 2-week sprint delivery with scope agreed at kick-off.
- One prototype per sprint with an agreed demo and handover at the end of the sprint.
- Assumes the Buyer provides timely access to subject matter expertise and sample materials (where required).
- Additional features or hardening can be delivered as a separate sprint.

6. Buyer responsibilities

To deliver the service effectively, the Buyer is expected to:

- Nominate a single point of contact for decisions and access to relevant stakeholders.
- Provide timely access to subject matter experts for feedback and validation.
- Provide sample inputs (where required) and confirm any constraints on data use.
- Attend the demo/playback and provide feedback within agreed timescales.

7. Supplier responsibilities

- Plan and deliver the sprint activities and maintain a clear scope and decision log.
- Build the prototype within the agreed timebox and scope.
- Provide a demo, capture feedback and provide recommendations for next steps.
- Maintain appropriate confidentiality and handle information securely.

8. Service constraints and exclusions

The following are out of scope unless explicitly agreed in writing:

- Production-ready build, security hardening, performance tuning or operational support.
- Full integration build, data migration or extensive data engineering.
- Formal assurance, certification or legal advice.
- On-going maintenance of prototype artefacts beyond the engagement.
- Activities requiring on-site attendance (unless separately agreed).

9. Working arrangements

- Delivery is normally remote (UK time).
- Workshops are conducted via video call and collaboration tools agreed with the Buyer.
- Where required, on-site sessions can be considered by agreement (travel and expenses would need to be agreed separately).

10. Security and data protection

This service is designed to rely primarily on existing information and aggregated operational data. The Buyer should avoid sharing unnecessary personal data. Where personal data is required, the parties will agree appropriate handling arrangements consistent with UK data protection legislation.

- Information is handled on a need-to-know basis and stored securely.
- Deliverables are provided to the Buyer and any copies retained by the Supplier are deleted or returned on request, subject to legal or regulatory retention requirements.

11. Acceptance and exit

Acceptance is achieved when the Supplier has delivered the agreed prototype demo and handed over the prototype artefacts and summary outputs. At completion, the Supplier will provide the final versions of deliverables and hand over any working files.

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