

AI Opportunity & Value Assessment

Service Definition

Supplier	ADVANTIQ
G-Cloud Framework	G-Cloud 15
Lot	Lot 3 - Cloud Support
Version	v1.0
Date	30 January 2026
Service name	AI Opportunity & Value Assessment

1. Service overview

AI Opportunity & Value Assessment is a time-boxed consultancy service to help Buyers identify and prioritise practical AI opportunities. It focuses on clarifying the problem to solve, assessing feasibility, estimating value, and producing a ranked shortlist of use cases with recommended next steps.

2. Intended outcomes

- A prioritised shortlist of AI opportunities aligned to Buyer objectives.
- A consistent scoring model covering value, feasibility, risk and delivery effort.
- Clear problem statements and success measures for the highest priority use cases.
- An initial view of benefits and costs (high level), including key assumptions.
- A recommended path to pilot and scale, including risks and dependencies.

3. What is included

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

- Kick-off session to confirm objectives, stakeholders, scope boundaries and working arrangements.
- Stakeholder interviews and/or workshops to understand current processes, pain points and opportunities for AI.
- Review of relevant existing documentation provided by the Buyer (for example: strategy, service performance data, policies, previous assessments).
- Definition of candidate use cases and agreement of evaluation criteria.
- Value and feasibility assessment (high level) including risks, dependencies and constraints.
- Prioritisation workshop to agree the ranked shortlist and recommended next steps.
- Draft outputs review, with limited iterations to finalise.
- Playback session to present findings and recommendations to nominated stakeholders.

4. Deliverables

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

- AI Opportunity Assessment Report (short paper or slide deck).
- Use case catalogue (including problem statements, users, inputs/outputs and success measures).
- Prioritisation matrix and scoring model (including assumptions).
- High-level benefits and cost considerations (indicative).
- Risks, dependencies and recommendations for next steps.

5. Typical timeframe and effort

The service is normally delivered over 1 to 2 weeks, subject to stakeholder availability and timely access to required inputs.

- Timeboxed delivery with a defined scope agreed at kick-off.
- Assessment of up to 8 candidate use cases (can be adjusted by agreement at start).
- One prioritisation workshop and one playback session included.
- Up to 2 iterations of outputs included within the timebox.

6. Buyer responsibilities

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

- Nominate a product/service owner and a single point of contact for scheduling and decision-making.
- Provide access to relevant stakeholders for interviews and workshops.
- Provide existing documentation and operational information needed to inform the assessment.
- Review deliverables and provide feedback within agreed timescales.

7. Supplier responsibilities

- Plan and facilitate workshops and interviews and capture findings.
- Develop and maintain a clear scope, assumptions list and decision log.
- Produce the deliverables described in Section 4 within the agreed timebox.
- Maintain appropriate confidentiality and handle information securely.

8. Service constraints and exclusions

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

- Detailed solution design, technical architecture, or build and implementation services.
- Hands-on delivery of system integration, data migration or automation build.
- Formal assurance, certification or legal advice (for example: ICO submissions, legal opinions).
- Extensive rework caused by late changes to scope, missing inputs or delayed stakeholder availability.
- 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 deliverables and completed the final playback session. At completion, the Supplier will provide the final versions of deliverables and hand over any working files.

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