Pricing – Shape Associates Limited (Shape Associates)

SFIA Rate Card

Shape Associates' pricing is based on the **Skills Framework for the Information Age (SFIA)** level of the consultant provided and the type of service provided. The table below outlines our **standard day rates** (in GBP, excluding VAT) for each SFIA level across various service categories. These categories correspond to the primary skill areas relevant to our services (e.g. Strategy & Architecture, Change & Transformation).

All rates are for an **8-hour working day** (Monday–Friday, excluding UK public holidays). **Travel within the Greater London area** (M25) is included; for engagements outside this area, any travel and subsistence can be charged in line with the client's standard rates or agreed separately.

Below pricing is for the onsite consultants:

SFIA Level	Strategy & Architecture	Change & Transformation	Development & Implementation	Delivery & Operation	People & Skills	Relationships & Engagement
Level 1 – Follow	£550	£550	£550	£550	£550	£550
Level 2 – Assist	£675	£675	£675	£675	£675	£675
Level 3 – Apply	£775	£775	£775	£775	£775	£775
Level 4 – Enable	£975	£975	£975	£975	£975	£975
Level 5 – Ensure/Advise	£1,150	£1,150	£1,150	£1,150	£1,150	£1,150
Level 6 – Initiate/Influence	£1,450	£1,450	£1,450	£1,450	£1,450	£1,450
Level 7 – Set Strategy/Inspire	£1,700	£1,700	£1,700	£1,700	£1,700	£1,700

Below pricing is for the offshore consultants:

SFIA Level	Strategy & Architecture	Change & Transformation	Development & Implementation	Delivery & Operation	People & Skills	Relationships & Engagement
Level 1 – Follow	£250	£250	£250	£250	£250	£250
Level 2 – Assist	£300	£300	£300	£300	£300	£300
Level 3 – Apply	£350	£350	£350	£350	£350	£350
Level 4 – Enable	£400	£400	£400	£400	£400	£400
Level 5 – Ensure/Advise	£500	£500	£500	£500	£500	£500
Level 6 – Initiate/Influence	£600	£600	£600	£600	£600	£600
Level 7 – Set Strategy/Inspire	£700	£700	£700	£700	£700	£700

Notes:

- **Pricing flexibility:** The above represents our standard rate card. We are open to discussion on pricing for specific requirements, including pre-defined work packages or longer-term engagements which may qualify for discounted rates.
- **Day rates:** Rates are per consultant, per day (8 working hours). Overtime or extended hours can be accommodated by prior agreement and may incur additional pro-rata charges.
- **Travel and expenses:** We endeavour to use remote delivery where possible to reduce travel costs. Where we are required to travel any necessary travel and accommodation would be agreed with the client beforehand and charged at cost (or in line with the client's travel policy).

- **Professional indemnity and insurance:** Our day rates are inclusive of standard business insurances (professional indemnity, public liability, employer's liability) as required for public sector engagements.

- **VAT:** All prices are exclusive of VAT, which will be charged at the prevailing rate where applicable.

- **Security Clearance:** If the customer needs security clearance for consulting teams, a surcharge of 5% to 40% will be applicable depending upon the security clearance requirements.

SFIA Level Descriptions

For reference, the SFIA levels correspond to the responsibility and competency of the consultants provided: **Level 1 (Follow)** is an entry-level/support assistant, **Level 2 (Assist)** is a junior practitioner, up through **Level 7 (Set Strategy/Inspire)** which denotes a highly experienced executive-level consultant (e.g. enterprise architect or programme director providing strategic leadership). SS Tech will always propose personnel with the appropriate SFIA level for the role required. Below is a brief summary of each level:

- **Level 1 – Follow:** Works under close supervision, performing defined tasks with limited discretion. Little autonomy; expected to seek guidance in unexpected situations. Suitable for basic support tasks.

- **Level 2 – Assist:** Works under routine supervision, uses some discretion for resolving minor issues. Can carry out defined tasks and assist more senior staff. Limited influence outside immediate team.

- **Level 3 – Apply:** Able to work independently on familiar assignments. Solves a range of problems, and may supervise others at a lower level. Applies methodology and processes consistently.

- **Level 4 – Enable:** Works under general direction within a clear framework. Substantial personal responsibility for outcomes. Selects appropriately from applicable standards/methodologies. Influences peers and may influence customers/suppliers.

- **Level 5 – Ensure/Advise:** Works under broad direction, fully accountable for own work. Provides technical leadership and oversight. Influences organisation through advice or assurance. Deals with complex and unpredictable situations.

- **Level 6 – Initiate/Influence:** Has authority over a significant area of work. Primarily responsible for establishing organisational objectives. Influences policy, strategy, and the direction of programmes. Initiates influential relationships with stakeholders at senior levels.

- **Level 7 – Set Strategy/Inspire:** Leads on defining strategy, inspiring and mobilising the organisation. Authority at the highest level, often reporting to board/C-suite. Shapes industry practices and has a broad business impact.

Pricing by Role (Example)

While the SFIA rate card above provides a unified view, we can also present pricing by typical role for clarity. The table below gives **example roles** we provide and their corresponding SFIA level and day rate (these are illustrative – actual SFIA alignment will depend on the individual's experience and the role's scope):

- **Strategic Advisor or Director** – SFIA Level 7 – £1,700/day
- **Programme or Project Manager** – SFIA Level 5/6 – £1,150 to £1,450/day
- **Microsoft O365 Architect** – SFIA Level 6 – £1,450/day
- **Delivery Lead** – SFIA Level 5 – £1,150/day
- **Business Analyst** – SFIA Level 3/4 – £775
- **Data Analysis/Developer** – SFIA Level 4/5 – £775 to £975/day
- **Testing/QA Manager** – SFIA Level 4/5 – £975 to £1,150/day

(The above rates are drawn from the standard card and are for illustration of common roles. We will confirm the SFIA level and rate for each proposed team member at the call-off stage, based on the specific project requirements.)

Commitment to Value

SS Tech is committed to delivering value through both our expertise and our commercial approach. Our pricing is competitive with prevailing G-Cloud market rates for similar consultancy services, and we offer full transparency in how we resource and bill our engagements. We do not charge any additional finder's fees or hidden costs.

We are happy to discuss custom pricing approaches such as **fixed-price deliverables** or **gain-share models** (where appropriate in longer transformations) if they better suit the client's needs. Our goal is to ensure the commercial model is aligned to successful outcomes and provides flexibility for our public sector clients.

In summary, SS Tech's G-Cloud 14 pricing provides a clear and structured view of our costs, aligned to the SFIA framework for skills and responsibility levels. This allows our clients to easily compare and select the level of expertise required, and to engage us with confidence in the value and transparency of our service. We welcome any questions on our rate card and are prepared to tailor our services to meet specific budgetary requirements while delivering the high-quality independent Microsoft O365 advice that we are known for.

SHAPE ASSOCIATES
shaping your business, your people & your future