

Valcon G-Cloud Lot 3 Service Definition

AI Design Workshop

[Cloud Migration Planning | Capability analysis]

Version 1.0

1. About Us

Valcon is a leading European consultancy specialising in AI and data-driven business transformation, with a growing and established presence in the UK. A trusted partner to major organisations including multiple UK Government departments and public sector agencies. Valcon connects strategy and operations, helping organisations create value in their transformation programmes.

With over 1,750 consultants across Europe, Valcon brings deep expertise across data, AI, technology and consulting. In the UK, Valcon works with clients across financial services, public sector, retail, industrials and infrastructure. Valcon is backed by private equity firm Rivean Capital.

2. Service Description

A focused workshop that shapes a previously identified AI use case into a structured, implementable solution design. The workshop results in a defined scope, expected value, data requirements, feasibility considerations, and architectural implications, ensuring clarity before investment and enabling organisations to confidently progress to delivery.

Features

- Structured deep dive into one selected AI use case
- Clear definition of scope and business objectives
- Stakeholder involved to validate assumptions, create engagement and shared understanding
- Process mapping for the target workflow
- Expected value and benefit estimation to feed into business case
- Data assessment and quality requirement identification
- Technical and organisational feasibility review and architecture implications
- Risk, constraints, and dependency identification
- Delivery approach and roadmap outline
- Workshop summary, roadmapped next steps and clear actionable recommendations

Benefits

- Validated AI use case definition and organisational readiness for it
- Reduced delivery ambiguity and project risk
- Faster progression toward build phases
- Evidence-based investment confidence and clear business case supporting funding request
- Transparent data and architecture requirements
- Stakeholder alignment on expected outcomes
- Improved prioritisation and scoping accuracy
- Strong foundation for technical design
- Accelerated business value realisation
- Enables informed decision-making

3. Approach

Delivery Overview

The workshop is delivered as a facilitated session lasting between half a day and one full day, depending on the complexity of the use case and stakeholder involvement.

It follows a structured approach to refine a single AI use case by clarifying business objectives, reviewing data availability, assessing feasibility, and outlining the high-level solution and architectural considerations. The outcome is a shared, well-defined direction that enables informed decisions and confident progression to delivery.

Governance, Collaboration and Quality Assurance

We work collaboratively with client stakeholders across business, data, and technology functions. Workshop inputs and outputs are documented, validated, and reviewed to ensure accuracy and traceability. Governance checkpoints ensure alignment with internal standards and project objectives.

Change Management, Stakeholder Engagement and Methodology

We engage key stakeholders throughout to confirm assumptions, uncover constraints, and align expectations. The methodology draws on Valcon's AI delivery frameworks, combining structured facilitation, process mapping, and feasibility assessment to ensure readiness for next-stage design or implementation.

4. Effort and Cost

Effort will be determined collaboratively between the Valcon and the client based on the skills mix and scope required.

Please refer to the Pricing Document for current rates.

- Rate card prices are exclusive of VAT.
- Expenses are recharged at cost and supported by receipts.
- Expenses may include reasonable travel, accommodation, and subsistence costs.
- The payment schedule will follow milestone completions as agreed in the Statement of Work.

5. Assumptions

The successful delivery of the engagement depends on assumptions and dependencies jointly agreed between the Valcon and the client.

These may include (but are not limited to):

- An agree AI use case (Valcon can help define it – or run a AI Ideation Workshop to identify a use case)
- Access to required stakeholders
- Timely decisions and approvals
- Availability of resources
- All assumptions and dependencies will be recorded and validated as part of the Statement of Work (SoW).