

Capita Tendering AI

Pricing Document

G-Cloud 15



1. Overview

This pricing document sets out our proposed commercial model for our services. Any optional or extra services are costed separately to ensure complete clarity and transparency. In line with public domain requirements, all pricing is presented in full, with no use of 'Price on Application', price ranges or 'prices from' statements.

2. Charging Mechanism

Once a customer account is created, access to our product will be granted for a 12-month period. Our product operates on a usage-based pricing model – customers only pay for what they use and there are no monthly subscriptions or annual fees. Charges are applied based on the type and volume of transactions customers process through the platform. We offer three transaction tiers, each with a fixed price per completed transaction, as shown in Table 1.

- **Tier Allocation:** Once customers upload the required documentation into the system, they will know instantly which transaction tier their requirement fall into. Customers will then have the option to proceed or not with their requirement.
- **Definition of a 'Transaction':** A transaction is defined as a two-stage evaluation of a procurement exercise. This is analogous to the initial down-selection and full tender submission.
- **Definition of a 'Round':** Defined as the evaluation of a series of documents submitted by bidders. For example, if a customer asks several suppliers to provide responses to a requirement, and then asks down-selected suppliers to provide additional responses, this will count as two rounds.

Transaction Tier	Tier Description	Price per Transaction
Small	First round: ▪ No more than 7 evaluation questions; and ▪ No more than 15 responses (i.e. no more than 15 bidders invited) Second round: ▪ No more than 12 evaluation questions; and ▪ No more than 5 responses (i.e. no more than 5 bidders through the first round) Overall: ▪ No more than 668,500 words processed	£1,700
Medium	First round: ▪ No more than 12 evaluation questions; and ▪ No more than 25 responses (i.e. no more than 25 bidders invited) Second round: ▪ No more than 15 evaluation questions; and ▪ No more than 5 responses (i.e. no more than 5 bidders through the first round) Overall: ▪ No more than 1,245,000 words processed	£2,600
Large	First round: ▪ No more than 15 evaluation questions; and ▪ No more than 50 responses (i.e. no more than 50 bidders invited)	£6,750

	Second round: ▪ No more than 15 evaluation questions; and ▪ No more than 5 responses (i.e. no more than 5 bidders through the first round) Overall: ▪ No more than 5,295,000 words processed	
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Table 1: Price per Transaction Tier

- In the scenario where a transaction exceeds the 'Large' transaction tier metrics (i.e. too many bidders or too many words processed), pricing will be scaled using Table 1 – we will incrementally add tier pricing based on the greater of (1) the number of bidders, or (2) the number of words processed.
 - **Example 1:** If 6,500,000 words are processed in a completed transaction, the customer will be treated as having completed a 'Large' transaction and a 'Medium' transaction.
 - **Example 2:** If 11,800,000 words are processed in a completed transaction, the customer will be treated as having completed two 'Large' transactions and a 'Medium' transaction.
- For alternative tender processes, such as negotiation rounds, evaluation stages will be priced in line with Table 1, using the same transaction tiers.

3. Billing & Payment

- **Billing:** Invoices will be issued monthly and cover all transactions processed during that month. Customers will only be charged for the transactions actually processed in full during the month – if customers don't use the platform during a month, no charges will apply.
- **Payment:** Payment is due within 30 days of the invoice date.

4. Pricing for Extra Services

For the delivery of any Extra Services, the following standard day rates will apply. Extra Services include any procurement and commercial support services, including tender development, sourcing strategy development, tender management, specification design, savings identification and delivery, procurement transformation, business case development, category management, contract management and Business Intelligence solutions. The following day rates are exclusive of VAT, and exclusive of any travel expenses.

Grade	Day Rate
Associate Consultant	£530
Consultant	£650
Senior Consultant	£795
Principal Consultant	£920
Senior Principal Consultant	£1,020
Managing Consultant	£1,150
Market Partner	£1,300

Director	£1,500
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Table 2: Day rates for Extra Services

5. Price Review

Pricing will be reviewed 18 months after the commencement date of the G-Cloud 15 framework.