



LONDON BOROUGH OF MERTON

ITT Appendix B – Pricing Guide

Contract No: DN635417

Title: Non-Maintained and Independent
Special Schools (NMISS) Placement
Dynamic Purchasing System (DPS)



ITT APPENDIX BB – PRICING GUIDANCE

Non-Maintained and Independent Special Schools (NMISS) Placement Dynamic Purchasing System (DPS)

1. Using the Pricing Schedule

ITT Schedule 2 is the pricing schedule that all tenderers must fill out to provide a breakdown of their pricing structure and total overhead costs. The costs in the pricing schedule are broken down as follows:

For Information Only

- Average Placement Cost – this should be the average placement cost for a Term based on the **Last Full Academic Year**.
- Maximum Placement Cost - this should be the maximum a placement will cost in a Term for the **Current Academic Year** where a pupil is accessing all the provisions you offer.
- Staffing Costs – this should include employed staff costs, recruitment costs, training costs and any other costs needed to mobilise staff such as equipment for working. Please provide the number of staff who will be employed next to the employed staff costs.
- Other (Non-staff) Costs – these are any costs not related to staff including management and administration costs like project management, quality management, safeguarding, HR, finance, governance etc.

All costs and prices must be fully inclusive.

Tenderers must ensure to cover all costs which relate to providing the services as set out in COTC Schedule 1 – Specification and ensure the pricing schedule is comprehensive and complete before submitting the tender. If you require more rows than are provided in the spreadsheet, please insert more and double check that the formulas have included the additional rows in the total calculation

The format of ITT Schedule 2 – Pricing Schedule must not be changed, although additional lines may be added where necessary. If a cost is not applicable, please specify this cost as £0.00. If you have a set pricing model for placements, please upload this with your Accreditation and Enrolment documentation in addition to the pricing schedule with a clear breakdown of what is included.

Price Used when Making Placements

- Standard Placement Cost – this should be the core cost of a standard placement for the **Term in the Current Academic Year**.

Price will be considered alongside other criteria when making placements as outlined in the placement process, for further information please see the DPS Admission Agreement.