

Frequently Asked Questions and Clarification

- What does inner city London actually geographically mean? (Page 2 of doc PF34)

Within zones 1 and 2 of the tube map and capable of receiving a signal from the Crystal Palace transmitter

75 households per geographical area. (Page 2 of doc PF34)

- The ITT states '75 households per geographical area type' of which there are 4. Does this mean 300 surveys covering both 'existing DTT (pre switchover) and 'analogue only' areas, or 300 surveys in existing DTT areas plus 300 surveys in analogue areas, i.e. 600 in total.

300 in total

- Do we source these households via mail shots, cold calls and our own research? Would it not be better to work with the existing DigitalUK switchover tracker groups? That would reduce a lot of the workload and ultimately cost.

This is left up to you. You are free to utilise any methodology to identify those households you wish to address.

- When is the survey intended to commence?

You are free to start the survey when you wish, only the completion date is defined.

- From time of contract award, what is the expected timescale of this work i.e. when would you want the reports & data?

The end of the financial year (31 March 2009)

- What is the address to be used as per Point 6 of doc PF34.

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- Do you have report templates for either data collection or the reports?

No report format is specified, it has been left to the Tenderer to define

- The 'Price & delivery schedule' (PF36) notes that columns 1-3 are to be completed by BERR, but this is not done in the template provided. Should I assume that we should complete these columns, addressing the entire bid as a single item?

Yes, treat the bid as a single item.

- The PF34 and PF39 differ as to the documents required to be submitted; The PF39 requires only the PF36 and AP1a, while the PF34 requires, in addition, the PF37 and PF38. I shall assume that all four documents are required.

All four documents plus the AP1a are required

- Are bids submitted electronically acceptable (with scanned versions of supporting documents as required)?

Yes, but the originals must be submitted as well. These can arrive after the deadline but the electronic copy must be received prior to the deadline. Electronic copies can be sent to either or both of the following e-mail addresses:

simon.hicks@berr.gsi.gov.uk

stephen.ofee@berr.gsi.gov.uk