**Q&A Record**

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| **Question** | **Response** | **Date** |
| Please confirm the submission deadline. | The deadline for submissions is 10am 18th August 2025.  | 18/07/25 |
| With regards to the question on CVs; Is a brief detail of their qualifications/role within the company and time in the industry enough or do you want a full CV for each employee detailing all previous employment? | Yes, the brief detail of qualifications, role, etc. should be enough. Unless you consider it very relevant we do not require a full employment history.  | 21/07/25 |
| On section 3.1 - Analysis of Contract Cost Per Annum at Bishops Otter Campus (BOC), Chichester:Below the subtotal it says total for year one (a+b+c) should this read total for all years? | Apologies for this typo. Yes, it should read total for all years (**a+b+c+d+e**) | 21/07/25 |