

Guidebook Publishing Appointment 2025
Clarifications & Responses Issue 1

Question No.	Clarification Question	Response
1	We would very much like to show you our capabilities beyond what we have done for you in the past and had planned to produce some new cover and interior designs for your books along with our tender. But in point 6.1.1 (final para) it says “Please do not provide additional attachments” – does this mean that we are not permitted to send some sample designs?	You’re welcome to provide PDF versions of sample designs, we’re not accepting physical copies sent to the NMRN.
2	The tender says you want to see price breaks for 5k, 10k, 20k, 50k, 75k and 100k – is that for every title? On page 20, I can see that four of the titles have a lower than 5k ‘Print purchase qty’ so I’m checking that you’d still want to see all of the above price breaks for these titles?	All would be helpful – just for reference if it was advantageous.
3	Last thing, I notice that <i>LCT 7074</i> and <i>Explosion</i> don’t have sales figures/print purchase qty – is that because you don’t envision printing these titles in the timeframe of the contract?	Current sales at the time of publishing are quite low on uptake and therefore do not require the need for reprinting in this tender so they weren’t included.
4	Branding. Are you able to share your new brand guidelines? It would be very helpful to see and understand how the visual identity will change. Will any of the current visual identity remain the same? If you are not able to share new guidelines, are you able to share your current guidelines inclusive of all logos?	We are unable to share this at present.
5	In 3.2.1 it says [insert reference number] – please could you clarify, should we be adding “NMRNO.2025.002” from page 1?	That is correct, please see updated ITT
6	3.2.4 says “Your tender must be compatible with MS Word and other MS Office applications”. Would a PDF file be an acceptable format?	PDF’s are acceptable.
7	In 7.39 it indicates that the bid should not exceed the advertised budget (Presumably £206k excl. VAT?). Is that for the quantities stated in the ‘print purchase qty’ column only of Tender Outline 1.1/1.2?	That is correct, for all costs associated with your total bid proposal. Please note 7.39 states that this is the event of a bid that ‘significantly exceeds the advertised budget’.
8	In Tender Outline 1.1 (p21) , please could you specify the anticipated pagination and print spec of Royal Marines Museum guidebook? We assume same dimensions as other guidebooks, but it would be helpful to understand page count and if you imagine a 4pp or 6/8pp cover.	4pp cover and roughly – 36 pages
9	<p>In TO 1.2, we noticed a few discrepancies with the existing guidebook spec which we are mentioning to ensure that all parties are quoting on the same spec:</p> <ul style="list-style-type: none"> • HMS Caroline is 48pp with 8pp cover (with 6pp deck plan at the front). Is that reducing to a 6pp cover as specified in Tender? • HMS Warrior has a 6pp cover (both 4pp and 6pp are noted in the Pages column of the spec – please clarify) 	HMS Caroline – 6pp cover going forward HMS Warrior – 6pp cover

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- Clarification Deadline is **Friday 16th May 2025 at Midday (1200)**
- Submission Deadline is **Wednesday 28th May 2025 at Midday (1200)**
- All correspondence is to go through tenders@nmrn.org.uk in the first instance.