**Request for Quotation: Starbank Panel Products Limited.**

**Develop Strategic Mapping to Provide Coaching, Mentoring and Training Services to the Leadership Team**

**Overview:**

Starbank Panel Products Limited is a highly successful and growing family owned business based in Newton-le-Willows, Merseyside.

The company was established in 1976 and specializes in the manufacturing of decorative panel products from: high pressure laminates, wood based panels, solid surface and commercial/industrial plastics. It has become the UK’s premier decorative panel fabricator for interior fit out.

Growing from just 3 employees in 1976 to over 100 today, Starbanks recent success has been built upon the introduction of a strategic planning approach supported by the development of leadership skills across the leadership team which has helped to drive the business forward supported by investments into: expanded production facilities; entry into new market sectors; introduction of lean working principles and increased customer orientation.

Starbank is now ready to extend its view beyond the current 2020 plan. We wish to define ambitious targets that will challenge the business, and our people, to become the best that we can be so that we may continue our path of successful growth through to 2025 and beyond.

To assist Starbank on its continuing journey, we are looking for a partner who can provide coaching, mentoring and training services to the leadership team for our ‘**2025 Strategy Mapping Project**’ and help us define a series of integrated strategic initiatives that will give us the best chance of achieving our ambitious targets.

**Requirements:**

The **2025 Strategy Mapping Program** must ensure that our strategy map is fully developed and ready for launch to the whole Starbank team at the start of 2018. The following project goals have been defined:

* To re-connect the Starbank Leadership Team with the basic principles of the Balanced Score Card and practical application of Strategy Mapping techniques.
* To complement, rather than conflict with past development initiatives to ensure continuity of approach.
* To bring the current strategy map fully up to date so that our future plans build upon investments already made wherever possible.
* To extend the reach of our current strategies beyond 2020 to 2025 and develop additional strategic initiatives in support of our ambitious targets.
* To ensure that our 2025 strategy map provides a compelling and exciting view of Starbanks future and is approved as ready for release to the Starbank workforce.

**Deliverable Timescale:**

We wish to be ready for launch to the Starbank workforce in January 2018. Therefore the project is expected to start in September 2017 and must be completed before the Christmas break in December 2017.

**Estimated Budget**

Based on initial research Starbank expects that the consultancy support required for this project to fall within a band of £18,000 - £25,000. Budgets have been set aside to support this project and we are pursuing funding support from the St Helens Chamber. We will therefore be inviting competitive tenders for interested potential partners.

Interested parties should submit a written proposal and quotation to explain their proposed approach, provide examples of relevant past experience and give details on how they will ensure strong alignment with existing strategies and past development initiatives.

**Evaluation Criteria:**

Potential partners will be evaluated upon the following criteria:

* Alignment with existing strategy mapping principles employed within Starbank and consistency with previous leadership development initiatives (25%)
* Clear demonstration of relevant experience and past success in delivering ambitious, future focussed strategies in engineering or manufacturing sectors (25%)
* Proven ability to build trust, connect with and, where necessary, challenge Leaders and Leadership teams in similar sized businesses (20%)
* Understanding of the brief/clarity of quotation (10%)
* Delivery timescales (10%)
* Cost (10%)

**Scoring Methodology:**

**4 = Excellent** Proposal meets and in some places exceeds the requirement standard.

**3 = Good**  Proposal meets required standards.

**2 = Acceptable**  Proposal meets the required standard in most respects, but not all.

**1 = Poor** Proposal falls short of expected standard.

**0 = Unacceptable**

**Proposal Format:**

Proposals should clearly demonstrate how the prospective partner is able to deliver the project goals and fulfil the requirements set out above.

**Deadlines and Submission:**

Proposals for consideration are required by: **5.30pm** on **Wednesday 23rd August 2017,** either electronically or by post to:

Mr Philip Darbyshire, Managing Director, Starbank Panel Products Ltd
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