**Request for Quotation:**

**Allied Mast Climbers & Hoists Limited:**

**Overview:**

Allied Mast Climbers & Hoists (AMH) forms part of the Allied Development (M/CR) group of companies and was incorporated in October 2016. In line with the group’s strategy, AMH has been set up to expand the business into new markets and supply new products to existing and new customers. This will enable the business to capture a share of the growing demand within the construction industry for the supply of Mast Climbers and Hoists.

AMH is a new start up which has had significant capital investment in plant, labour, transport and new facilities which operate from St Helens. AMH locally employs 12 full time staff who support all aspects of the business from Sales through to Operations. To support the fast pace of growth the Sales team require an efficient quotation system which allows a quick turnaround of quotes and prices to customers.

To do this the business will be implementing a quotation package that will automate the process and greatly assist the sales team.

**Requirements:**

The system must integrate seamlessly with our group CRM system and a new system is required to be configured to support our business, products and processes.

Configuration of requirements must include enquiries, quotes, pricing, standard template document manager, client management, Training, Health & Safety, and Reporting Dashboard.

**Deliverable Timescale:**

Project to commence December 2017 and be completed within 3 months.

Estimated budget the work will be part funded through European Regional Development Fund. We estimate that the project costs fall within the £10,000 – £15,550 bracket and therefore, under Current Public Procurement Regulations, there is no formal tender procedure but a detailed written quotation is required.

**Evaluation Criteria: Quotations will be evaluated upon the following criteria:**

* Cost (30%)
* Demonstrate skills and understanding of the industry sector (30%)
* Understanding of the brief/clarity of quotation (30%)
* Delivery timescales (10%) Ease of communication

**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.

**Proposal Format:**

Proposals should clearly demonstrate how they meet the requirement set out above.

**Deadlines and Submission:**

Proposals for consideration are required by: 5.00pm on 30th November 2017 either electronically or by post to:

Mr Carl Bracken, Littlebank Street, Oldham, Lancashire, OL4 1JA

Website: www.alliedscaffolding.co.uk

Phone: 0161 633 0425

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