

# Adaptive Communication Solutions Limited

## REQUEST FOR QUOTATION

### 2 x Commercial Vans required

#### **Background**

AdaptiveComms has a team of engineers who cover the whole UK, as a result of our continued growth we require 2 additional new Vans.

#### **Requirement**

We require 1 x Small Van and 1 x Medium Van. The vehicles must be white, they must be new or used (no older than 2 years and no more than 12,000 miles with FSH). They should be panelled and provided with a roof rack including ladder locks suitable for transporting ladders and other long materials.

They should have a minimum of 3 years warranty and breakdown cover.

#### **Deliverable Timescale**

We expect the project to commence no later than February 2023 and to be completed by March 2023.

**Indicative Budget** – we anticipate the total cost of both vehicles being between £45,000 and £48,000

#### **Evaluation Criteria**

Quotations will be assessed and scored on the following criteria:

##### **Cost 25%**

Does supplier offer value for money.

##### **Deliverability Within Specified Timescales 20%**

Supplier must demonstrate they can deliver the requirement to timescales above

##### **Meeting Specification Details 25%**

Supplier must demonstrate all specifications met

##### **Supplier Suitability 30%**

Supplier must demonstrate they have the capability to deliver the requirement

#### **Scoring Methodology**

4 Excellent	Proposal meets, and in some places exceeds the required standard
3 Good	Proposal meets required standard
2 Acceptable	Proposal meets the required standard in most respects, but is lacking or inconsistent in others
1 Poor	Proposal falls short of expected standard

0 Unacceptable	Completely or significantly fails to meet required standard or does not provide the relevant answer
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### **Deadline and Submission**

Proposals for consideration are required by: 12 noon on February 6<sup>th</sup> 2023 either electronically or by post to:

*Mrs K Murray, AdaptiveComms, 11b Houghton Street, Southport, PR9 0NS*

[katiemurray@adaptivecomms.co.uk](mailto:katiemurray@adaptivecomms.co.uk)

**Date Published:** 23<sup>rd</sup> Jan 2023

- 1) **This project is part of the Liverpool City Region High Growth Programme, and is part funded by the European Regional Development Fund. Under current Public Procurement Regulations there is no formal tender procedure, but a detailed written quotation is required**

### **2) Conditions of Quote**

Please be aware that due to the relatively low indicative budget for this work (i.e. less than the current OJEU limits) there is no regulatory obligation for us to provide feedback if you are unsuccessful.

We reserve the right to discontinue this quote process at any time and not award a contract.

You will not be entitled to claim from us any costs or expenses which you may incur in preparing and/or submitting your quote at any stage of this exercises. This applies, whether or not your organisation is successful.