



Request for Quotation

TO GAIN ACCREDITATION FOR ISO 14001 & 45001

Background

SURE Solutions has been trading since August 2016 and has now grown to 17 permanent staff. Our core business is industrial refrigeration concentrating mainly on natural refrigerants with a small element of F-Gas.

Requirement

To complete a comprehensive Gap Analysis of the existing activities and procedures against the requirement of ISO14001 & ISO45001 2015/18, identifying all the areas which fail to meet the requirements.

Produce a Project Plan which identifies the activities necessary to achieve registration & defines the timescale and who is responsible for each activity.

Supply and support implementation of all documents and procedures to meet ISO 14001 & 45001 accreditation.

Carry out pre-audit prior to assessment.

The project cost quoted must include the fees for the audit by qualified assessors to achieve standard and award certification.

Deliverable Timescale

3 to 6 months

Indicative Budget

£12 – 14k

Evaluation Criteria

Quotations will be assessed and scored on the following criteria:

Quality/ Technical Merit (50%)

Supplier must demonstrate they have the technical and professional capability to deliver the requirement.

Delivery Timescale (20%)

Supplier must demonstrate they can deliver the requirement to timescales above.

Cost/Value for money (30%)

Does supplier offer value for money. This will not necessarily be the cheapest quote.

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 |

Proposal Format

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

Deadline and Submission

15th March 2019

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Conditions of Tender

- 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 tender 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 Tender at any stage of this exercises. This applies whether or not your organisation is successful.