



JIM Engineering Ltd: REQUEST FOR QUOTATION
ISO9001 2015 Accreditation

Background

JIM Engineering Ltd is highly dedicated in manufacturing laboratory and Industrial Ovens, Incubators, and Sterilisers to suit customer's requirements and specifications. We specialise in bespoke manufacturing as well as our standard ranges. We sell direct to end users in hospitals, higher education, general laboratories and industry as well as through distributors in many other countries worldwide. Our prices are highly competitive with world class quality and performance. Of paramount importance to us is our customer service – we offer speedy and full technical support on all of our products from our team of dedicated customer care technicians.

Many applications require demonstration of the latest quality standards, namely ISO9001:2015. The business employs 6-8 staff and has grown steadily over the past few years. Accreditation to ISO 9001:2015 would assist in further efficient growth of the business. The creation of a ISO accredited quality management system would also support efficiencies in the day to day running of the business including:-

- Product traceability
- Risk management
- Recruitment and training
- Customer satisfaction

Obtaining and maintaining ISO9001:2015 accreditation will also enable the business to secure larger contracts and generate further opportunities for expansion and growth.

The company understands the work required to obtain and maintain accreditation, having worked with older standards for ISO9001 and has standard operating procedures in place to cover the day to day processes within the business.

Requirement

This RFQ is for management consultancy services to aid JIM with preparing and setting up its system to gain ISO accreditation for 9001:2015. As JIM grows it expects to efficiently demonstrate UKAS accreditation to ISO standards (ISO9001:2015). Equally it will need recognised procedures in place to manage company expansion.

Deliverable Timescale

We expect the project to commence no later than June and to be completed by December.

Evaluation Criteria

Quotations will be assessed and scored on the following criteria:

Cost (40%)

Demonstrable understanding of industry sector (10%)

Clarity of quotation (20%)

Delivery Timescale (20%)

Ease of Communication (10%)

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

Proposals for consideration are required by 5.00pm on 1st May 2021, either electronically or by post to Jason O'Neill, 11 Ravenhead Business Park, Ravenhead Road, St. Helens WA10 3DB.

Email: info@jimengineering.com

Candidates will then be invited to attend for a meeting to review the systems already in place prior to formalising their quotation.

Date Published

01/04/2021

- 1) This work is part funded by the European Regional Development Fund.**
- 2) ERDF Indicative Budget**

This work will be part funded through the **European Regional Development Fund**. The project falls within the ***£2,500 - £24,999** bracket and therefore, under current Public Procurement Regulations, there is no formal tender procedure, but a detailed written quotation is required.

(*NB this figure is the ERDF regulations figure. IT IS NOT THE BUDGET FOR THIS PROJECT)

3) 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.