



Request for Quotation

JOANNE FINNERTY RECRUITMENT LIMITED – WEBSITE DESIGN

Background

JF Recruit started June 2013 and we have grown to be an award winning commercial recruitment business that supplies temps, fixed term contract and permanent head office staff to great employers across Wirral, North West and nationally.

Requirement

We want clients to find our services and ask us to help them with their recruitment needs. We want our clients to be able to upload their job requirements to our online portal which we will handle in-house.

We want candidates to find our services, look at our available jobs and apply direct by uploading their CV's which will automatically be emailed to our in-house team.

We want our temporary staff to upload their timesheets via the website

We want a landing page for JF Coaching and HR Services to be found on the JF Recruit website

We want SEO, copy writing, photography of our team (no stock images).

We want both clients and candidates to read our testimonials

We want our in-house team to be able to update our available jobs page by the minute

We want our in-house team to be able to log latest news, blogs, upload videos, upload links, photos etc to a live feed

We would like our live Twitter feed to be shown – or should we?

We want suppliers to come up with ideas of how our website should look. We want a clean non-fussy website with clear areas for clients/candidates/jobs/our JF Recruit team/latest news

We want the supplier to show that they have a strong understanding of how the recruitment industry works, with a particular knowledge of businesses such as ourselves.

We also want suppliers to demonstrate their ability and provide examples of how the approaches suggested in developing and designing our website will specifically benefit JF Recruit.

Deliverable Timescale

8 weeks months – to start late April 2021/early May 2021

Indicative Budget

£3-4K

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

Proposals are required by 24th April 2021 electronically to Joanne Finnerty – jo@jfreruit.co.uk

Date Published

14th April 2021

This work is part funded though the European Regional Development Fund.

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.