



Request for Quotation

Sales & Marketing Support for Instrumentation Engineering

Background

Envogen is a growing business based in the Liverpool City Region that provides a comprehensive portfolio of workshop and field-based services to assist clients in managing and maintaining their process instrumentation and associated equipment.

Envogen delivers quantifiable solutions to the problem of managing and maintaining process control systems & instrumentation to ensure compliance with legislative requirements, quality systems and operating budgets.

This is done by providing a complete service which combines appropriate support in the manufacture, supply, calibration, maintenance, repair and asset management of the client's process control equipment.

The company is founded upon the principle of establishing long-term partnerships that enable clients to meet their objectives and ensure regulatory compliance.

Requirement

Envogen Instrument Services Ltd is looking for outsourced sales and marketing support to grow the client base of the business through selective targeting of new and lapsed customers.

The successful candidate will be a professional marketing organisation with a proven capability in a wide cross-section of industries including, but not limited to, Oil & Gas, Utilities, Petrochemical, Pharmaceutical, Paper, Food and Beverage. They will also recognise the potential within the emerging markets of Carbon Capture and Storage, Hydrogen, and Biomass.

The organisation will be expected to work with Envogen's existing database, using their demonstrable ability and industry knowledge to identify business opportunities amongst lapsed customers. They will also have an understanding of the products and services that Envogen can offer, and be able to seek out new clients from their own substantial and relevant database. They will be able to demonstrate success on previous campaigns and provide a targeted measurable business development strategy that will enable the company to achieve its ambitious growth plans.

Deliverable Timescale

Commencing July 2022 – completion by April 2023

Indicative Budget

Up to £24,000 is envisaged.

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 Friday 24th June electronically to David Harrison - david.harrison@envogen.co.uk

Date Published

13th June 2022

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.