



## Request for Quotation (RfQ)

Ref: LCEI-LJMU- 042

N.B. This Request for Quotation (RfQ) is being promoted by Low Carbon Eco-Innovatory (LCEI) on behalf of the company stated below as part of their assistance through the UKSPF-funded LCEI project. The company will be solely responsible for all scoring and decision-making processes.

<b>Name of item/system required</b>	Electric Vehicle - Medium sized Panel Van to accommodate a Euro Pallet and load capacity of 1 tonne.
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<b>Company Name</b>	Liverpool Laser & Tube Ltd
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<b>Address</b>	26/27 Faraday Road, Britonwood Trading Estate, Knowsley Industrial Park, L33 7UT
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### 1. Background

Liverpool Laser and Tube Limited is an established business based in Knowsley, Liverpool, specialising in laser cutting and forming of metals on a subcontract basis. Whilst Liverpool Laser and Tube Limited provides services and goods to a nationwide customer base, there is a concentration of customers in and around Merseyside. One key aspect of the business relies on the provision of a premium service in every aspect – from inception to delivery. Our reputation to date is a good one and the directors intend to embellish the level of services provided across several aspects and disciplines. One of those is the prompt and efficient delivery of finished goods. The procurement of a suitable vehicle will double the available capacity at LLT. The procurement of an electric vehicle complements the directors’ long-time commitment to environmentally friendly operational solutions.

Following support from LCEI to decarbonise the business, this item has been identified and funding allocated towards the purchase.

### 2. Requirement:

[Detailed specification of the item/system required]

A medium/large sized EV Panel Van. eg: Citroen Berlingo, Renault Kangoo capable of accommodating a Europallet and accepting a 1 tonne load.

A detailed list of the anticipated works required is included as Addendum 1 to this Request for a Quotation\* (RFQ). [\*Remove this section if not applicable]

### 3. In your quotation, please provide evidence of your company’s ability to;

a) Demonstrate value for money (costs):

b) Be able to complete the project by 15<sup>th</sup> January 2025 in line with LCEI funding regulations:

c) Meet the specification of the required item:



d) Detail why your product is deemed suitable to the company and their requirements specified:

e) Sustainability/ESG credentials of your business operations and more specifically about the product:

Please advise in your quotation if a physical visit, by how many people and for how long, to the nominated premises is required to undertake the described work.

**4. Deliverable Timescale:**

It is anticipated that this project will commence in	October 2025
And be completed by	November 2025

**5. Indicative Budget:**

Between £30,000 and £35,000

**6. Evaluation Criteria: Quotations will be assessed and scored on the following criteria:**

- **Cost/Value for money (25%):** Does supplier offer value for money. This will not necessarily be the cheapest quote.
- **Delivery Timescale (25%):** Supplier must demonstrate they can deliver the requirement to timescales above.
- **Specification (20%):** Supplier must meet the specification as detailed above.
- **Quality/ Technical Merit (20%):** Supplier must demonstrate they have the technical and professional capability to deliver the requirement.
- **Sustainability/ESG (10%):** Show commitment to decarbonisation.

**7. Scoring Methodology**

<b>4 Excellent</b>	Proposal meets and, in some places, exceeds the required standard
<b>3 Good</b>	Proposal meets required standard
<b>2 Acceptable</b>	Proposal meets the required standard in most respects, but is lacking or inconsistent in others
<b>1 Poor</b>	Proposal falls short of expected standard
<b>0 Unacceptable</b>	Completely or significantly fails to meet required standard or does not provide the relevant answer

**8. Proposal Format:**

Your proposal should clearly demonstrate how it meets the requirements set out above.

Please provide details of any sub-contractors you will use to deliver this work.

**9. Deadline and Submission:**

Completed quotations responding to this RFQ must be e-mailed to:	<b>mark@liverpoolaserandtube.co.uk</b>
<b>Email subject must include the RfQ Code LCEI-LJMU-042</b>	<b>AND</b>

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	<a href="mailto:EcoInnovatory@ljmu.ac.uk">EcoInnovatory@ljmu.ac.uk</a>
<b>No later than 17:00 Greenwich Mean Time on:</b>	04/10/2024
<b>Date Published:</b>	20/09/2024
<p>This work is part funded though UKSPF Low Carbon Eco-Innovatory (LCEI). LCEI is a partnership between Liverpool John Moores University and University of Liverpool, funded by the UK Government through the UK Shared Prosperity Fund with the Liverpool City Region Combined Authority as the lead authority.</p>	

<b>Conditions of Tender:</b>
Please be aware that 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 exercise. This applies whether or not your organisation is successful.

**Addendum 1**

[Empty space for Addendum 1 content]

**Addendum 2.**  
[Add any supporting images/artist’s impressions/technical diagrams etc...]

**Project Title:**

**Work Package Stages:** [Break down your requirements into main stages/tasks...]

<https://www.ljmu.ac.uk/microsites/low-carbon-eco-innovatory/>

<https://www.ljmu.ac.uk/microsites/low-carbon-eco-innovatory/lcei-grant-scheme>

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