

# Quotation for the Supply of an Electric Forklift Truck

## Tender Opportunity

Organisation Name	<b>Specialist Aggregates Ltd</b>
Address	<b>Rydal House, Colton Road, Rugeley, WS15 3HF</b>
Main Title of Project	<b>New, Electric Counterbalance Forklift</b>
Value (Approx.) Excl. VAT	<b>£40,000</b>
Planned Start Date	<b>7<sup>th</sup> October 2024</b>
Deadline for Submission of Completed Tenders	4 <sup>th</sup> October 2024
Summary of Opportunity	Supply of New 3.5T Electric counterbalance forklift
Opportunity Details	<p><u>Background Information:</u> Established company looking to add an electric forklift to their fleet to reduce their carbon footprint and save energy.</p> <p><u>Statement of Requirements:</u></p> <p>This tender solicits proposals for the supply of a forklift truck meeting the specified technical requirements.</p> <p>Proposals will be evaluated based on technical compliance, cost-effectiveness and adherence to timelines.</p> <p>Technical requirements: 3.5T lift capacity Fully electric Minimum 4.5m Lift height Container spec Side shift Fork positioners Delivery before April '25</p> <p><u>What to Include in your Quotation Submission:</u></p> <p>Total cost including delivery</p>

	Technical specifications Delivery timeline Payment Terms	
Evaluation / Selection Criteria	<ol style="list-style-type: none"> <li>1. Technical Compliance – Adherence to technical requirements</li> <li>2. Cost effectiveness – Balance of cost against quality and long-term value</li> <li>3. Vendor Experience – Previous vendor experiences</li> <li>4. Compatibility – Seamless integration with existing plant</li> <li>5. Timescale – Ensure proposed lead time fits with requirements</li> <li>6. Technical Support – Assess post-delivery support</li> <li>7. Training – Review additional training requirements</li> <li>8. Additional features – Consider value-added features</li> <li>9. Overall Suitability – Holistic assessment for best-fit solution</li> </ol>	
Contact Details for the Specification / invitation to Quote / Tender	Name	Andrew Le Chevalier
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