

Creation of Service Statements and Online Questionnaire Responses

CHALLENGE

Our client was a company specialising in the delivery of next generation shared services, HR, procurement, finance and talent solutions who was wishing to bid for the largest public sector technology based framework agreement.

The procurement required the development of service statements, pricing documents, and terms and conditions for submission along with numerous online multiple choice technical questions, however the client lacked this knowledge and content.

SOLUTION

Apsiz interviewed the key members of the client team responsible for their tender response to provide them with an overview of the procurement and provide insight to the requirements of the online multiple choice technical questionnaire.

During the interview, Apsiz captured the key information about the company including the variety of services provided which were in line with the scope of the framework agreement.

Documentation was then developed for the client that met the needs of the procurement, which the client was able to approve or amend as necessary.

Apsiz subsequently uploaded the documents onto the eSourcing Portal and selected the agreed responses to each of the online multiple choice questions.

Apsiz also developed material that could be used for marketing purposes, so that the client had a library of promotional material relating to their service offering for future use.

RESULTS THAT SPEAK FOR THEMSELVES

- ⇒ Quick turnaround time where material required for the tender submission was created and submitted along with the selection of numerous online multiple choice question responses.
- ⇒ Required minimal input from the client - simply their participation in a short interview, and their approval of the developed content.
- ⇒ All time consuming activities and those requiring procurement or eSourcing system knowledge and experience was outsourced to Apsiz, enabling the client to concentrate on their core business activities.
- ⇒ Developed a library of promotional material regarding each service provided by the client, to enable them to enhance their website and use for future marketing purposes.