**Procurement of ERP System for Whaleys (Bradford) Ltd:**

 **A Fabric Supplier and Theatre Drapes Manufacturing**

**Summary:** This tender seeks proposals for the implementation of an Enterprise Resource Planning (ERP) system for our fabric supply and theatre drapes manufacturing business. The project aims to streamline operations, enhance productivity, and improve customer satisfaction. The anticipated start date is Spring 2024, and the completion deadline is the Autumn 2024.

**MAIN CONTENT OF THE BRIEF**

**Overview:** We are Whaleys (Bradford) ltd, a leading fabric supplier and theatre drapes manufacturer. Our goal is to implement a comprehensive ERP system tailored to our unique needs. This system will optimize our operations, improve decision-making, and enhance customer experience. The primary audience for this project includes our internal teams, customers, and stakeholders.

**Methodology:** Suppliers are expected to propose a methodology that includes:

* Detailed research and analysis methods
* Ethical considerations in data collection
* Data sources and information sharing details

**Outputs/Deliverables:** Expected outputs include:

* ERP software installation and configuration
* Training sessions for employees
* Mid-term and final reports
* Research data in accessible electronic formats (e.g., Excel)

**Contract Management:** The project will commence on Spring 2024 and conclude by Autumn 2024. Payments will be linked to significant milestones and specified in the payment schedule. The contract manager will be Richard Bedford (Company Secretary).

**Award Criteria:** Proposals will be assessed based on the Evaluation Criteria in the Tender Comparison matrix which is available to download from the website.

**Procurement Process:**

* Proposal submission deadline: 30th November 2023
* Clarification meetings: December 2023
* Notification of procurement decision: Spring 2024
* Proposals should be sent to accounts@whaleysltd.co.uk in PDF format by 30th November 2023.

**Note:** This tender brief provides an overview of our requirements. Suppliers are encouraged to address all aspects of the brief comprehensively in their proposals. Failure to comply with the submission guidelines may result in disqualification from the selection process. We look forward to receiving your proposals and exploring the possibility of working together to enhance our business operations.