



rfp evaluation and vendor selection

During a joint venture of two Fortune 100 companies an SAP partner was needed to provide near-term upgrade and install services, and continued capability development through a partnering relationship. The joint venture specialized in oil refining and refining technology, engineering designs for its processes, and producing key mechanical equipment for many of its processes. It leased this technology to companies in over 100 countries.

Technology Consulting Associates, LLC (TCA) was hired to perform an analysis of RFP responses to select a vendor for an SAP upgrade and partnering relationship.

vision

Five vendors submitted proposals. TCA's evaluation of the vendor responses included:

1. Reviewing all responses and structuring them into a format for comparative analysis
2. Providing an objective numerical assessment of the proposals in the following areas:
 - a. Ability to complete the work
 - b. Partnering ease
 - c. Cost
 - d. Schedule
 - e. Training/Knowledge transfer
3. Performing reference checks
4. Performing manager interviews

results

The project resulted in an evaluation that provided our client with the basis to make decision on whom to select for partnering:

- Objective numerical rating for each agreed upon category
- Completed and documented reference checks
- Completed questionnaires for project manager/vendor liaison
- Final report including:
 - Partnering recommendation
 - Executive presentation
 - Contract negotiation areas of concern

value

A vendor with off-shore capability was selected, approved by senior management, and implementation has begun.