



## **REQUEST FOR INFORMATION**

### **Provision of External Bus Wrap Adverts**

The Department of Infrastructure Public Transport Division ("The Department") invites expressions of interest from contractors who are interested in the provision of external vehicle (bus) wrap services including the installation and the removal of the vehicles wraps as part of the DOI Public Transport Advertising services.

The Department wishes to explore the option to provide the Departments clients with Bus advertising through external bus wraps potentially on single and double decker buses. Stage one will be to wrap a limited number of single buses. Up to ten single buses to begin with and then after the review period move on to additional vehicles and Double decker buses.

#### **What we're looking for:**

- Proven experience of at least 2 years in commercial vehicle large format print wrapping and automotive window tinting, with an impressive portfolio showcasing your previous projects.
- Experience of different wrapping techniques, materials, and application methods. Applying vinyl and digital printed graphics to a variety of substrates.
- Ability to collaborate closely with creative teams to bring the customer's visions to life.
- Working with the graphic design team to set up panels for installation pre-production
- Strong attention to detail and an unwavering commitment to quality.
- Preparing vehicles for installation and removal of vinyl graphics and vehicle wraps.

The department are currently looking to gain an understanding of the level of potential interest of companies in providing these services and more details of the services that the companies could provide.

#### **Responding to this Request for Information**

Interested parties are invited to submit a brief summary of their experience, capability and proposed solution which should cover:

- Example of the above requirements / what we are looking for categories.
- A Request of approx. costings be included

Interested parties may be required to give a presentation, that highlights the suppliers other works and included costings to these examples, in support of their response which will take place at: Transport Headquarters, Bank Circus, Douglas, IM1 5PT. Dates and times of presentations will be advised following the submission deadline.

By responding to this request it must be understood that, at this stage, the Department are only exploring options, no commitment is intended or implied and this request may or may not progress through to a competitive tender exercise. An invitation to tender may follow this

Request for Information but the Department is not under any obligation to issue invitations to responders to the Request for Information (RFI).

Please be aware that neither the Department, Procurement Services nor any other part of Isle of Man Government, or any other organisation assisting the Government with the RFI, will accept any liability or any charges for expenses or losses incurred by any interested party as a result of responding to this RFI.

In order to participate in this RFI, your organisation must be registered on the Isle of Man Government's Procurement Portal. If you have not previously registered, please visit <https://intendhost.co.uk/iomg/asp/Home> and select 'Register' from the menu on the right side of the Home Page.

Once you have registered your organisation you should select this RFI from the list of 'Current Tenders' and 'View Details' then click 'Express Interest' at the bottom of the page. Once you have clicked on 'Express Interest' an 'RFI Documents' tab will appear. In order to progress to submit your response you will need to 'Opt-In', complete the 'Form of Acknowledgment (PIN/RFI)' questionnaire, upload your RFI Response document and click 'Submit Return' before the deadline as detailed below.

Should you have any difficulty in using the website or registering your interest in this way, please contact [procurement@gov.im](mailto:procurement@gov.im).

RFI submissions must be submitted through the Portal by 12 noon on **6<sup>th</sup> October 2023**.