

electricity
north west

Bringing energy to your door



Wax Digital

An overview

Stay connected...



www.enwl.co.uk



All of our procurement is conducted through our procurement portal WAX Digital. Through the portal you can:



View the full documentation



Ask any clarification questions



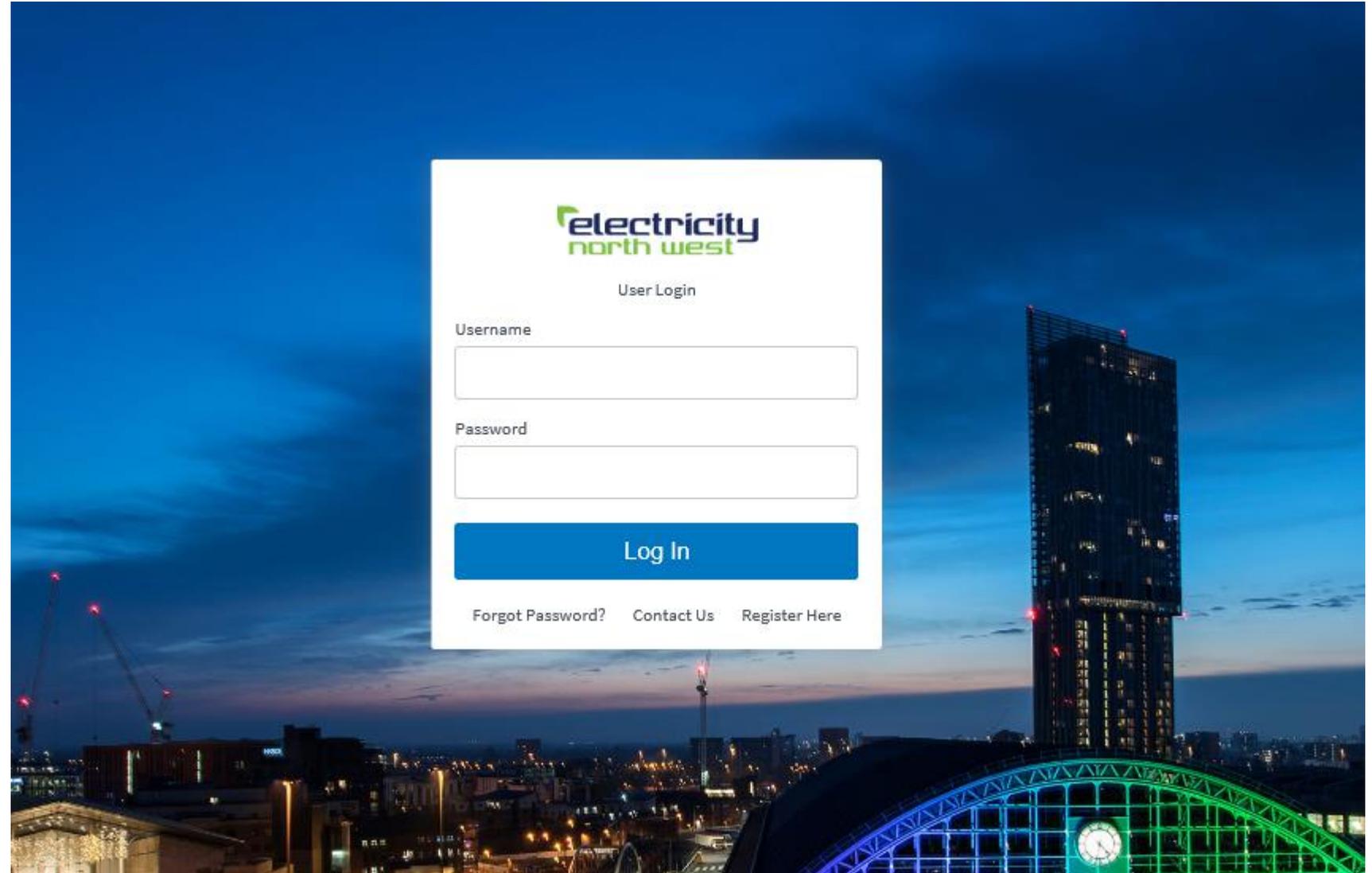
Submit a proposal

Once you've registered your interest, you'll receive an email with this [link](#).

Logging into the portal



The email will give you a password, which you will be asked to change once you've logged in for the first time.





The home page will look like the below, and you'll need to click on the different tabs dependant on the activity.

The screenshot shows the 'RFP Management' interface for Electricity North West. The top navigation bar includes a logo and a hamburger menu icon. Below it, a vertical sidebar contains icons for user profile, navigation, and help. The main content area features a horizontal tabbed interface with four tabs: 'Header', 'Messaging', 'Clarifications', and 'Questions'. Three callout boxes provide instructions:

- A green callout box points to the 'Clarifications' tab with the text: "Where you'll submit any clarification questions".
- A blue callout box points to the 'Questions' tab with the text: "Answers to all questions asked will be published here".
- A grey callout box points to the 'Questions' tab with the text: "Where you'll access the RfP documentation and submit a response".

Below the tabs, the 'RFX Summary' section displays the following information:

- Document Name:** TT110913 - Flexible Services Requirement Spring 2020
- Description:** Electricity North West (The Company) is looking for a number of Suppliers to compete in a Request for Proposal (RFP) for supply and delivery of Flexible Services for several locations.

An 'Attachments' section is visible at the bottom of the page.

Asking a clarification question



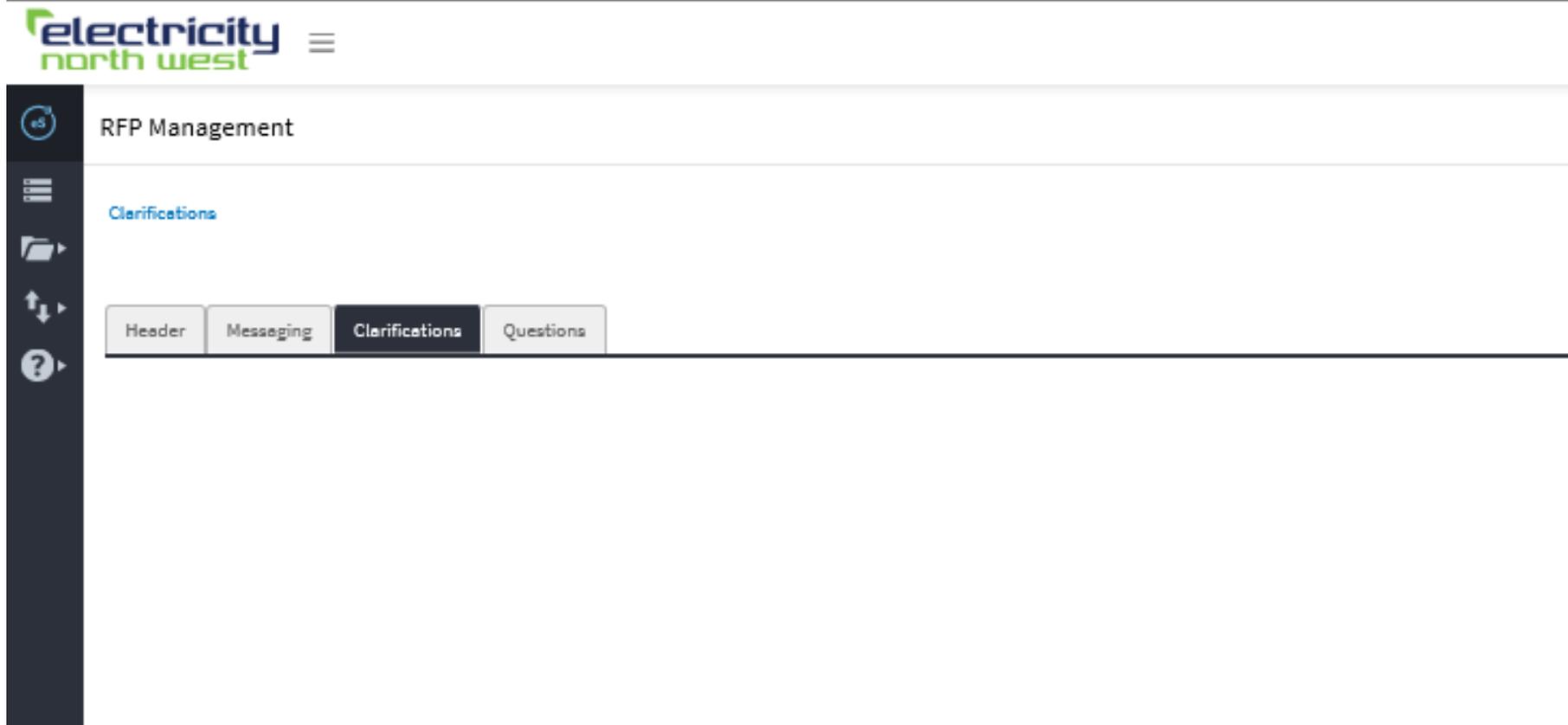
- To ask a clarification question, visit the messaging tab and select new message.
- This tab is also where you'll find any messages from our procurement team in regards to the RfP.

The screenshot shows the 'electricity north west' logo at the top left. Below it is the 'RFP Management' header. A sidebar on the left contains navigation icons. The main content area is titled 'Messaging' and has tabs for 'Header', 'Messaging', 'Clarifications', and 'Questions'. The 'Messaging' tab is active, showing 'New Message' and 'Refresh' buttons, and sub-tabs for 'Received Messages' and 'Sent Messages'. A table of received messages is displayed with columns for 'From', 'To', and 'Date'. One message is listed from 'Procurement Team' to 'Flexible Contract' on '17 Apr 2020 12:47', with an 'Attachments' icon below it. A small '1' is visible in the bottom right corner of the message list area.

<u>From</u>	<u>To</u>	<u>Date</u>
Procurement Team	Flexible Contract	17 Apr 2020 12:47



For transparency, the answers to any clarification questions asked are made available for all participants to view on the clarifications tab.



Viewing the documents/submitting a proposal



es

Header Messaging Clarifications **Questions**

On Behalf Of: **Flexible Contract**

Highlight Unanswered Mandatory Questions

TT110913 - Flexible Services Requirement Spring 2020
Electricity North West (The Company) is looking for a number of Suppliers to compete in a Request for Proposal (RFP) for supply and delivery of Flexible Services for several locations.

Bidders who are interested in this opportunity should download the documents attached and complete and upload as instructed below:

- TT110913 - Flexible Service requirement Spring 2020 response template

Please ensure that if more than one file is to be uploaded within any section of this event then a zip file **must** be used.

A document named 'TT110913 - Flexible Service Requirement Spring 2020 - Response Template.xlsx' has been attached to this question by the event owner [View Attachment](#)

A document named 'TT110913 - Flexible Services requirement Spring 2020 - Appendix 1 - Template Contract .pdf' has been attached to this question by the event owner [View Attachment](#)

A document named 'TT110913 - Flexible Services requirement Spring 2020 - Appendix 2 - Technical Specification .pdf' has been attached to this question by the event owner [View Attachment](#)

A document named 'TT110913 - Flexible Services requirement Spring 2020 - Appendix 3 - Claughton .pdf' has been attached to this question by the event owner [View Attachment](#)

A document named 'TT110913 - Flexible Services requirement Spring 2020 - Appendix 4 - Golborne.pdf' has been attached to this question by the event owner [View Attachment](#)

A document named 'TT110913 - Flexible Services requirement Spring 2020 - Appendix 5 - Higher Walton.pdf' has been attached to this question by the event owner [View Attachment](#)

A document named 'TT110913 - Flexible Services requirement Spring 2020 - Appendix 6 - Sebergham.pdf' has been attached to this question by the event owner [View Attachment](#)

A document named 'TT110913 - Flexible Services requirement Spring 2020 - Request for Proposal.pdf' has been attached to this question by the event owner [View Attachment](#)

Save Responses

Submit Responses

- Here you will be able to download all of the documents associated with the RfP.
- To submit a proposal, you'll upload the documents with any comments along with the populated response template.

The response template



To submit a response you need to complete 4 out of the 6 tabs in our response template workbook



Confirm you meet the minimum requirements



Information about your company



Technical details about your site



Specify how much you'd want to be paid for the service