

Midsomer Norton Town Council

Mobile Phone Specification

Request for Quotes – AUGUST 2024

Introduction

Midsomer Norton Town Council is looking to upgrade its mobile phone provision for 6 staff and seeks quotes from suitable companies to provide mobile phones and sim card contracts with a network provider that has extensive coverage in and around the area of Midsomer Norton.

The ability to manage the contract(s) view usage, impose restrictions and authorise bolt on permissions to individual users through one account that is available online is also required.

The anticipated start date of a contract is mid- September.

Quotes should be summarised using the quote form attached and returned to townclerk@msn-tc.gov.uk by 23rd August 2024. Please feel free to include a quote in your standard format that identifies the full terms and conditions or any other supplementary information that is relevant.

The users will be a mix of staff some of which are admin/ office based and some of which are roaming operators who will be required to video and photograph public events and public open space that can then be used to upload to social medial or used for Newsletters and uploading to the Town Council website. The phones will be required to have good functionality at storage to communicate by email.

The anticipated length of contract is 2-3 years.

The options of both outright purchase of the phone and a monthly network contract, and the cost of the phone within a monthly package will be considered.

It is considered that all cost should be as far as reasonable fixed for the entire period. Where this is not possible the contractual annual increases should be clearly identified.

Specification

6 x new handheld smart mobile phones and chargers. (2 of which should be suitably 'tough' for use by manual workers working with machinery and in rugged environments as they will be more prone to rough handling and being dropped)

6 x network sim cards that have at least 20GB of data included within a standard package.

1 x online contract management package.

2/3 year contract.

Additional Information

Please feel free to call Lee Jakeman on 07964 453544 if further clarification of the specification is required or email Lee at townclerk@msn-tc.gov.uk

MIDSOMER NORTON TOWN COUNCIL MOBILE PHONE PROVISION – SUMMARY OF QUOTES

Quote Submitted By: (name and address of company) :

Point Of Contact Name:

Point of Contact: Email:

Point of Contact Tel No:

Notes: The Summary forms below allow for 2 options for each of the proposals:

- *Outright Purchase of Phones at beginning of a 2 yr contract*
- *Outright Purchase of Phones at the beginning of a 3 year contract*
- *Phones purchased as part on monthly contract at the beginning of 2 yr contract*
- *Phones purchased as part on monthly contract at the beginning of 2 yr contract*

Details of how the contract can be managed online should be advised.

Where you wish to offer more than 2 options, please duplicate the summary tables below.

It is not a requirement to submit more than 1 option for each proposal.

Outright Purchase of Phones at the beginning of **2 yr** contract **Option 1:**

Make Model of phone <i>(List each of the 6 phones individually even if they are all the same)</i>	Internal Data Storage (GB)	Inbuilt Camera Spec	Cost of outright purchase £	Network operator	Amount of Data /Call Mins/Texts included	Total Price over 2 yrs	Comment/ Annual contracted price increase/ discounts available
Sub total							

Outright Purchase of Phones at the beginning of **2 yr** contract **Option 2:**

Make Model of phone <i>(List each of the 6 phones individually even if they are all the same)</i>	Internal Data Storage (GB)	Inbuilt Camera Spec	Cost of outright purchase £	Network operator	Amount of Data /Call Mins/Texts included	Total Price over 2 yrs	Comment/ Annual contracted price increase/ discounts available
Sub total							

Outright Purchase of Phones at the beginning of 3 yr contract **Option 1**

Make Model of phone <i>(List each of the 6 phones individually even if they are all the same)</i>	Internal Data Storage (GB)	Inbuilt Camera Spec	Cost of outright purchase £	Network operator	Amount of Data /Call Mins/Texts included	Total Price over 3 yrs	Comment/ Annual contracted price increase
Sub total							

Outright Purchase of Phones at the beginning of 3 yr contract **Option 2**

Make Model of phone <i>(List each of the 6 phones individually even if they are all the same)</i>	Internal Data Storage (GB)	Inbuilt Camera Spec	Cost of outright purchase £	Network operator	Amount of Data /Call Mins/Texts included	Total Price over 3 yrs	Comment/ Annual contracted price increase
Sub total							

Phones purchased as part on monthly contract at the beginning of 2 yr contract Option 1

Make Model of phone <i>(List each of the 6 phones individually even if they are all the same)</i>	Internal Data Storage (GB)	Inbuilt Camera Spec	Cost of outright purchase £	Network operator	Amount of Data /Call Mins/Texts included	Total Price over 2 yrs	Comment/ Annual contracted price increase
Sub total							

Phones purchased as part on monthly contract at the beginning of 2 yr contract Option 2

Make Model of phone <i>(List each of the 6 phones individually even if they are all the same)</i>	Internal Data Storage (GB)	Inbuilt Camera Spec	Cost of outright purchase £	Network operator	Amount of Data /Call Mins/Texts included	Total Price over 2 yrs	Comment/ Annual contracted price increase
Sub total							

Phones purchased as part on monthly contract at the beginning of 3 yr contract Option 1

Make Model of phone <i>(List each of the 6 phones individually even if they are all the same)</i>	Internal Data Storage (GB)	Inbuilt Camera Spec	Cost per month 2yr contact £	Network operator	Amount of Data /Call Mins/Texts included	Cost per month 3 yr contract £	Comment/ Annual contracted price increase
Sub total							

Phones purchased as part on monthly contract at the beginning of 3 yr contract Option 1

Make Model of phone <i>(List each of the 6 phones individually even if they are all the same)</i>	Internal Data Storage (GB)	Inbuilt Camera Spec	Cost per month 3yr contact £	Network operator	Amount of Data /Call Mins/Texts included	Cost per month 3yr contract £	Comment/ Annual contracted price increase
Sub total							

Online management of the account:

Please provide details of how the account will be operated /accessed online;
(e.g. whether it is through yourselves or via a larger network provider).