

SUPPLIER SELECTION · RFP

RFP outline for RFID, RTLS and IoT

This outline shows what a strong request for proposal for tracking technology covers, and the questions every bidder should answer. We turn it into a full request for proposal for your site, with requirements, scoring and acceptance tests, as part of supplier selection. Book a free 30-minute call to talk it through.

The seven sections

What goes in each one

Section	What goes in it
1. Business context	Why the project exists: the problem in operational terms and the outcomes you need.
2. Scope	Where the system will run, what it must track and the conditions on site.
3. Technical requirements	What the system must do, and the evidence every bidder must give.
4. Commercials	The full five-year cost, with every assumption stated.
5. Service and support	How the system is kept working after go-live, as contract commitments.
6. Evaluation	How responses will be judged, so every bidder knows what matters.
7. Submission requirements	The format, the deadline and the evidence each response must include.

Three common failure modes

Why many requests for proposal produce answers you cannot compare

WATCH FOR

Three ways a request for proposal goes wrong

- ☐ Requirements copied from one supplier's brochure, which locks out the competition.
- ☐ No measurable success criteria: "good accuracy" is not a requirement.
- ☐ Commercials that cover year 1 only and miss the real cost in years 2 to 5.

Choosing a supplier? Book a [free 30-minute call](#) to talk through your shortlist and your request for proposal.

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Appendix A: ten questions to ask every bidder

Use them in presentations, reference calls and negotiation

#	Question
1	Can you show a live site with our use case at our scale, and can we call the customer?
2	What accuracy will you commit to in our environment, and how will it be checked?
3	What is the full five-year cost, including tag replacement, support, subscription increases and recalibration?
4	What does integration with our named systems cost, who does the work, and where has it been done before?
5	What will an additional site, more tags or a new use case cost us later?
6	Which parts of your system are proprietary, and what happens when the contract ends?
7	What are your support commitments, escalation path and on-site coverage in our region, and where are the spares?
8	What tag battery life will we see at our settings, and what does replacement look like at scale?
9	Which security certifications and data protection measures apply to the offered platform?
10	Will you accept a paid pilot with success criteria agreed in advance, and part of your fees linked to passing it?

This outline shows what a strong request for proposal covers. The requirements, the scoring and the acceptance tests depend on your site and use case. We write them with you as part of supplier selection.
[Book a free 30-minute call.](#)

How a TRACIO project works: five stages

1 Discovery

Your pain points, site, process and KPIs.

2 Assess and shortlist

Site survey, then the options that fit compared.

3 Pilot with KPI baseline

KPIs measured first. Pass marks agreed in writing before set-up.

4 Integrate

If useful, one agreed link into your business systems, under your change control.

5 Multi-site roll-out

Only after a go decision, one area at a time.

How a pilot runs: set-up, then live weeks in normal use, then a short written report with a go or no-go.

Questions we hear

"We already have a system."

We give a free second opinion and check how it performs against your KPIs, using your live data and a site visit.

"How do we know it will work here?"

Judge us on method: a pilot, KPIs measured before and during it, and a written go or no-go.

"Can you bid with us, or for us?"

Yes. We team with integrators, or act as the buyer's independent adviser, but never both on the same bid.

"Do you sell or resell hardware?"

No. We don't sell hardware, so our advice stays independent. We rent pilot equipment and offer survey and installation support.

Free second opinion

Send us your technology provider's quote or spec for a free second opinion. What to send: the quote or spec, a floor plan or site photos, item counts and your current process. Bring it to the call or send it via tracio.com/contact.

TRACIO consultancy fees

- **UK:** £3k to £30k per project, £1,200 a day
- **Europe:** €3.5k to €35k per project, €1,400 a day
- **US and Canada:** \$4k to \$40k per project, \$1,600 a day
- **Middle East and Australia:** \$4k to \$40k per project, \$1,600 a day
- **Rest of the world:** \$3.5k to \$35k per project, \$1,400 a day

Scoped per project, no packages. Fees cover our work only; hardware, software licences and other supplier costs are separate. \$ = US dollars. Travel extra.

Why TRACIO: we work for you, not for the technology providers. We compare the options across the market that fit your site, provide site surveys and installation support, and work worldwide under your change control.

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