**Tenancy Application Management System (Swift-Let)**

**Overview**

Established in 1970, Deu Estates is one of the longest-running and largest Estate Agents in Leeds, specializing in various types of accommodation. We provide professional advice on Student and Professional Lets. Visit our website at www.deuestates.co.uk.

Swift Let 2.0 is an online lettings onboarding software designed to save time for businesses and their customers, expediting the rental journey. It will replace the current prototype we have been using. The software will feature an upgraded customer interface and integrations such as WhatsApp, TDS, referencing, and AI for right to rent checks will enhance the product.

**Methodology**

The project aims to design, develop, manage, and deliver an online portal that maintains the appearance and functionality of the existing product while incorporating advanced features demanded by the market. The latest web technologies will be adopted for both the customer-facing interface and the internal admin area to facilitate future expansion and white-label usage. The chosen bidder will need to clarify the technologies and any associated limitations.

**Requirements Specification**

• The software should support all operations for agents to efficiently complete the tenancy application process, especially during busy periods.

• Customers should have different levels of access, including a primary account and sub-accounts, to align with their organizational structure (multiple sites, departments, etc.).

• The software should allow for customized integrations with multiple property software providers.

• It should integrate with the preferred online payment portal.

• It should connect with Canopy credit referencing, TDS, Right to Rent, and WhatsApp through API technology.

• The software should enable secure and encrypted connections, allowing customers to import personal data from their websites.

• The software should be web-based.

**Timings**

The supplier should deliver the following:

• Initial project meeting – July 10, 2024

• Scope of works – End of July 2024

• Project timescales – Mid August 2024

• Trial product software – Early October 2024

• Testing – Early November 2024

• Migration of existing data – End of November 2024

• Official launch – Mid December 2024

**Contract Management**

We expect to start the project as soon as possible and complete it within the specified timings.

**Tender Response & Award Criteria**

Proposals for this project should include an outline of how bidders will meet the requirements stated in the Requirement Specification.

The proposal should include:

* Understanding of the requirements and overall aims of the project
* Explanation of the proposed approach and methodologies
* Understanding of data risks and plans to prevent data breaches
* Plans for data migration and delivery
* Project plan with timescales for each step
* Details of allocated days
* Fixed fee for the project

Each proposal will be evaluated by DEU ESTATES based on the weighted criteria shown in the attached Tender Award Matrix.

**Submit Tender**

Please send your proposal by June 16, 2024, to jas.deu@deuestates.co.uk with the email subject heading "Tender Invite – Tenancy Application Management System"

Note: This tender brief provides an overview of our requirements. Suppliers are encouraged to address all aspects of the brief comprehensively in their proposals. Failure to comply with the submission guidelines may result in disqualification from the selection process. We look forward to receiving your proposals and exploring the possibility of working together to enhance our business operations.