Responses will vary based on the student’s research and market approach. All fields must be filled with responses that are congruent with the evaluation criteria listed in the procurement management plan and request for quote templates.

An example is given in the table.

1. **Recommendation**
2. <<Provide your recommendation here based on your evaluation.>>

Student must provide accurate recommendations based on the findings in the evaluation tables. The recommendations must be well justified and thorough enough to put a case to others in the company. This must include recommendation for the printer provider.

Sample answer:

On completing evaluations on all suppliers, I recommend accepting the quote from Toshiba au. Toshiba is a slightly more expensive product however, they provide a 5-year warranty. Toshiba are able to provide a service schedule and toner cartridges for the life of the warranty, and if we choose to go with this servicing plan we will receive 10% discount on the machines and have the option to either trade in old for new at the end of this time and continue the servicing contract or to not renew the contract and keep our existing machines. They are a locally owned and operated business and have scored highest for both repairability (5) and sustainability (4). Toshiba will provide a recycling service for all toner and ink cartridges.