
17 Vendor Evaluation Questions

BI Tool Migration RFP Template

Learn what questions to ask when filling out an RFP form for BI Tool Migration to ensure you're investing in a data & analytics solution that works for you

Company Background



1. Please describe the breadth and depth of your company's experience when assisting clients in a BI Tool Migration project?
2. For how many years has your organization been providing BI solutions, in particular, BI Tool Migration services?
3. In terms of current or past clients, please quantify the size the organization with which you have engaged?
4. What percent of your overall revenue is generated from implementing BI Tool Migration projects?
5. How many people in your organization are focused on BI Tool Migration?
6. How mature is your solution? Do you have customers in production for more than two years on the service?
7. Please include five to ten case studies of real customers and how you handled their BI Tool Migration.
8. Will you provide reference customers of similar scale or revenue? Please include the source to target Commercial Off the Shelf (COTS) solutions.

BI Tool Migration Expertise



9. What COTS package(s) would you list as a core competency?
10. Please describe the process the feature gaps are bridged between the incumbent tool by comparison to its successor.
11. Please provide an example of your company's experience working with Project Stakeholders on past or current clients.
12. Controlling implementation costs are of utmost interest to our organization. How does your organization manage project costs when faced with unavoidable events which can impact the delivery schedule?
13. Do you have a self-assessment tool that shows challenges faced during a BI Tool Migration?

Support and Professional Services



14. From a staffing perspective, how are your teams built to oversee the ongoing effort to effectively support the implementation process?
15. Please describe the professional services and operational staff (from your team) required to support the migration:
 - a. During implementation
 - b. Support on an ongoing basis
16. Migrating to a new tool can be intimidating to end users. Please describe your company's approach to training our users to the new tool.
17. Please describe the professional services expertise, such as data scientists and analysts available to provide in depth knowledge to resolve challenges post migration. Further, what resources are available to fine tune the implemented BI Tool post migration?

About InfoCepts

InfoCepts is a global leader of end-to-end data and analytics solutions with nearly 20 years' experience enabling customers to derive value from a variety of data-driven capabilities. Unique among its peers, InfoCepts operates with the scale of a global consulting firm, yet the expertise of a niche partner.

InfoCepts elevates your data and analytics capabilities so your users can make smarter decisions—and businesses can achieve better outcomes. We offer holistic solutions to your specific data and analytic needs related to modernization, optimization, innovation, and automation of your data & analytic investments. We bring together people, processes, and proprietary technology on proven platforms to deliver predictable outcomes with a guaranteed ROI. Everyday our 1000+ global associates, affiliated with cloud, analytics, data, and business centers of excellence, ensure that we're finding new and better ways to help you Stay Modern.



Modernize Data
Platforms



Advance Data-
Driven Capabilities



Support Data &
Analytics Systems



Build Augmented
Business
Applications



Create Data
Products

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