

Questions for shortlisted responders

Use these questions before requesting a full proposal. The goal is to confirm whether the responder understands the project, has relevant experience, and can help clarify the work before pricing it.

- What similar website, migration, redesign, or development projects have you handled?
- What would you need to review before providing a responsible recommendation?
- Based on what we've shared, what parts of the scope seem clear?
- What parts of the scope seem unclear or need discovery?
- What assumptions would you need to make if you responded today?
- What access, documentation, or walkthroughs would help you assess the current state?
- Do you see any early risks related to timing, budget, platform, content, or integrations?
- Does the budget range seem aligned with the likely scope?
- If the budget and scope don't appear aligned, how would you recommend narrowing or phasing the work?
- What would you expect from our internal team during the project?
- How do you handle scope changes when new information appears after the start?
- What kind of support or knowledge transfer do you provide before/after launch?
- If the project isn't ready for a fixed proposal, what discovery or planning step(s) would you recommend first?

You don't need to ask them all, or even these questions specifically.