

Presenting Improved Procurement Practices to a Strategic User

Project Management and Full Design
Team Services



Crown
Commercial
Service

How improved practices can support a strategic user of the framework

- Buyers consider pros and cons for suppliers of their projects
- Early notification of projects
- Reasonable bidding timescales
- Add tender EoT with clarifications
- Open/ honest supplier feedback to buyers about the quality of their RfPs
- Buyers required to notify suppliers of tender routes and portals
- Clarity of requirements could be clearer in RfPs
- Buyer feedback on tender to help suppliers improve
- Early notification and pipeline visibility
- Feedback loop
- Share amongst suppliers examples of best procurement practice
- Ensure questions regarding social value and sustainability are relevant
- Consider quality : price advice to offer to buyers

RM3741 – ENGAGEMENT

SHARE YOUR PIPELINE

An opportunity is almost always more attractive if it is part of a wider programme of projects

CONSULT THE SPECIALISTS

Suppliers may be able to guide you on how to improve your procurement

CHECK WITH OFFICIAL CCS SUPPLIER CONTACTS

Before sending out documents, double check with CCS registered point of contacts to ensure your opportunity goes to the right person. This should avoid wasted time and result in you receiving more bids

SCOPE OUT YOUR REQUIREMENT

Time invested now saves time in the later stages and delivers improved outcomes

SELL THE BENEFITS OF YOUR SCHEME

Consider why Suppliers should bid for your opportunity. Most consultants have limited resources and incur huge costs when bidding so they need to be selective. Highlight the positives

WARM THE MARKET

This engages Suppliers and gives them time to assign the best resources and assemble supply chains

RM3741 – BIDDING

ALLOW SUFFICIENT TIME

Allow sufficient time for clarifications to be considered. Ensure bidders have sufficient time to address clarification responses in their bid. Consider extending deadlines if appropriate.

ALLOW AN APPROPRIATE BID DURATION

Consider your requirements and the RFP and allow more time if requirements are complex or if no pre-bid engagement has been undertaken.

TAILOR THE QUESTIONS AND QUALITY

Tailor the Further Competition questions and quality: price balance. Focus purely on the unique aspects of your requirements, don't ask questions already assessed in the framework bid.

CONSIDER PREMARKET ENGAGEMENT /CAPABILITY ASSESSMENT

Gives suppliers early notification of opportunity and allows customers to gauge interest.

RM3741 – BIDDING

**TEST YOUR
DRAFT WITH
SUPPLIERS
TO CONFIRM
CLARITY**

Testing draft RFP and or SOR irons out the wrinkles before the formal RFP stage and can prevent programme delays.

**INCLUDE
ONLY
APPROPRIATE
GOVERNMENT
INITIATIVES**

E.G social value. There's little point in insisting Suppliers address every initiative. By focusing on your unique requirements, you get real benefit for your project.

**SHARE
ASSEMENT
CRITERIA
WITH
SUPPLIERS**

This helps them target their responses more accurately, giving you a better outcome.

**PROVIDE ALL
THE CCS MISO
INFORMATION**

E.g. Customer Access Reference number, Call-Off Contract type etc. This improves the quality of information for CCS in the MISO return, reduces the number of Supplier questions you need to respond to and makes Suppliers' lives easier.

Keep in touch

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