

# Practical skills to tender successfully for public sector contracts for your business



## Top Ten useful Hints and Tips:

1. **Do your research** and know exactly what part of the market you are going for and how it works;
2. **Do have tendering** as a core part of your strategy;
3. **Do build a team** (even a small one) that can bring a great document together in a short time;
4. **Don't think about tendering as a task** for the administration department to complete – it needs significant input from management and those who would actually carry-out the work if successful;
5. **Do work hard** at being able to describe “why you”;
6. **Do listen and learn** – this requires time, effort and skill to be able to get the rewards;
7. **Don't go for every tender** that you are able to go for – select the tenders that you are best placed to service and will service well and put double the effort into that tender;
8. **Don't ignore the possibility** of working with other companies – joining forces with other complementary firms will allow you to tender for larger, higher value contracts and could open the door to other opportunities. InterTradelreland has just recently appointed a ‘consortia facilitator’ who can help you do just that.
9. **Don't expect tender success to come easy** – it can take intense research and resource, but once you are successful, the return will be worth it;
10. **Do get external help** – even the best tenderers are continually improving by using good value, external assistance to save time.

InterTradelreland has developed a number of procurement initiatives and services to help give you the confidence, knowledge and practical skills to tender successfully for public sector contracts particularly on a cross-border basis.

Why not check this out at [www.intertradeireland.com/public-procurement](http://www.intertradeireland.com/public-procurement) or contact one of our procurement team Caroline Sweeney or Grant Gilmore at InterTradelreland on 028 3083 4186 (048 from Ireland).



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