

Managing Bids and Tenders- Mastering the Process and Avoiding the Traps

Brief Overview

At some point, recruiters are likely to encounter a bidding and/or tendering process. For many, the process appears so opaque and intimidating that they either have to withdraw or end up agreeing to very undesirable terms.

As more employers look to review their recruitment provision, reduce their recruitment suppliers, and achieve better service, your ability to manage these processes will dictate your business capability. Don't miss out on lucrative opportunities you want and get some control of the process!

Benefits and learning outcomes

- Defining your business offering – what's included and what is extra
- Understanding the business drivers
- Do we want to compete?
- Understand how to compose a professional proposal document
- From Expressions of Interest to Contract- the entire tender process
- Roles and responsibilities
- Getting the commercials right- costs, price and SLAs
- Big traps-What to look out for in the small print
- What to have in your toolkit

Why choose “in company”?

A bid or tender requires the involvement of sales and delivery staff, compliance, marketing, and finance to be successful. By involving the whole team, you can take a granular look at what service you can deliver, to whom and how. Our trainer will tailor the content to your sector and capabilities, so the learning is specific and readily transferred to real life scenarios. In house also allows for the discussion of confidential commercial data.

Who is it for?

- Leadership team
- Experienced sales staff
- Finance, business support and marketing staff

Learning options

This one-day course can be delivered at your premises if suitable, or a hired room, or via Zoom. A plasma screen or projector and screen are required.