



**Tender
Consultants Ltd**
Tender Training Brochure



Welcome

Jill Hudson had a vision. A vision to make tender production accessible to all size businesses. She wanted to reduce the time spent figuring out how to digest 200 page tender documents, whilst understanding what the buyer really wanted when the tenders were often giving out mixed messages.

Over her strong career in tender writing and training, she developed robust systems and procedures to deliver one to one coaching to businesses who required knowledge and guidance during their first steps into tendering, or those who simply weren't getting anywhere and needed help.

What's great about her knowledge and expertise is that Jill has sat on both sides of the table. She has produced tenders for over a decade for a whole raft of clients but importantly she has also sat on the buyers side, critiquing tenders and marking them against the scoring mechanisms provided. Giving her inside knowledge into how this part of the process works.

Tender Consultants was launched on the back of this knowledge, and since its inception, Jill has been working with her internal team of tender experts to coach them through her bespoke training material and systems, ensuring the knowledge passed over to our clients is excellent.

If you're looking for support with tendering, and want this delivered on a one to one basis rather than in a group environment which isn't specific to your business, then our service is perfect for you.

What's included in the package?

Our packages have all been developed with ease of understanding in mind, and maximises the time spent away from your day to day job. To ensure this time is well spent and you know how to put what has been learnt into practice, we work with you over a period of 16 hours over a 4-week period.

During this project, we will;

Help you get Tender Ready.

This includes:

1. Creating a tender ready file which speeds up the tender writing process.



2. Ensure you have 100% of the policies and procedures in place for tendering.



3. Standardise as much content as possible, ensuring that during the tender process only small amends are needed for specific content.



4. Help and guide you into the production of robust methodologies for the different services you offer. This content will be specific to a tender environment.



5. Help and guide you into the production of tender ready case studies.



Help you define a Tender Checklist and understand what you should be bidding for and the likelihood of winning this, therefore drastically improving success rates.



Help you to understand how to read and digest tender documents, to ensure you pick up on 100% of the relevant project information.



What's included in the package?

Provide you with research tips which support with understanding the buyers-market and their key buyer personas.



Understanding PQQs and how to respond to the questions asked of you.



Understanding scoring mechanisms and how they can work in your favour.



How to digest tender feedback and improve upon it.



An understanding of **how to use the most common procurement platforms.**



Creating winning team profiles and account management procedures.



Tender support on 2 live tender opportunities, including a full critique of previous tenders and how to proceed moving forward.



Weekly Skype calls lasting 1 hour each for 4 weeks.



Investment

The investment for this project is **£995 ex VAT** and is payable before the training commences. Upon payment, your dates are cemented for the duration of the 4 week project.

The work will be delivered by Jill Hudson, Growth Director and Founder of Tender Consultants and she will provide with you a training manual and course material when your project commences which gives you an agenda of what will be covered and when allowing you to plan your time accordingly.

What's next?

If you're interested in working with Jill for Tender Training and Support, please contact her direct on **0203 3931167** or by email at **jill@tenderconsultants.co.uk**.



Tender Consultants
Unit 18
City West Business Park
Meadowfield
County Durham
DH7 8ER