

Outline tender process for public sector contracts



Contract notice published:

- Notice in Contracts Finder / Find a Tender.

Expression of Interest timeline:

- Interested bidders express interest in the opportunity using details specified in the contract notice.

Response to tender:

- Bidders produce tender response as per Instructions to Tenderers.

Tender documents released:

- Buyer releases tender documents to those who have expressed interest.



Clarification questions:

- Bidders raise CQs as per specified CQ process and within the defined CQ period.
- Buyer responds to CQs.

Tender submission:

- Bidders submit bids before defined submission date/time.

Approval to award:

- Buyer gains approval from senior decision maker for recommendation to award.

Tender evaluation:

- Buyer evaluates bids and determines winning bidder.



Award notification to winning bidder:

- Winning bidder receives notification of intention to award.

Standstill period:

- Standstill (Alcatel) period – 10 days between notification of intention to award and actual award.
- Time allows unsuccessful bidders to raise questions / concerns.



Contract Notice:

- Contract award notice published in Contracts Finder / Find a Tender.

Award:

- Buyer awards contract and signs contract with winning bidder

