

## Frequently Asked Questions

# Pre-Qualifying for Tenders

Pre-Qualifying for Tenders is the most important part of the tendering process and yet is the portion that most companies believe they can 'cut and paste'. Not so: the selection process is defined but you need to understand the rules behind this selection process and how to maximise your answers to score as highly as possible.

We've been tracking the most frequently asked questions from buyers and suppliers, collated from our training courses, webinars and networking events. Principal Procurement Consultant **Eddie Regan** offers answers below.



### Q What is the European Single Procurement Document?

A It may replace the PQQ and it's intended to help SMEs, in particular, by creating a standard questionnaire for use at the selection stage. It will cover the mandatory and optional exclusion questions and the standard selection criteria.

### Q So it's a standardised PQQ then?

A Of sorts. However, at the moment the PQQ remains in England, Wales and N. Ireland, while in Scotland, a buyer is likely to ask you to complete the ESPD, as its use is mandatory in Scotland.

### Q So will it cover all of the stuff we've been sending the buyers for years?

A Possibly. If it is introduced, it will comply with the new procurement rules, so it's important that contractors make sure they have all of their policies and documentation up to date and compliant with regulations.

### Q What's changed?

A The mandatory exclusion on criminality has been expanded and there's a new mandatory exclusion for non-payment of taxes. The optional exclusion clauses include breaches of environmental, social or labour laws, prior involvement and conflict of interest. There is also a defined list of selection questions linked to the European rules.

## The bonus question

### Q How do I find out more?

A You can find out more by:

Spending a few days researching, a few days reading regulations, a few days reading case studies and a couple of days implementing all you discover into your daily working life.

Alternatively, you could: Learn about the entire procurement structure in one day at a scheduled PASS Training event.

Or, if there are a few people in your organisation who need to learn or want to refresh their knowledge, I can come to you and train you and your team in-house.

[www.passprocurement.com](http://www.passprocurement.com)

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# Pre-Qualifying for Tenders



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6  
CPD  
HOURS

*This event is scheduled throughout the year in:*

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MANCHESTER

GLASGOW

EDINBURGH

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