



## Project Development & Support Ltd

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### Tendering for Care Briefing

#### The Principles of Tender Pricing

Unlike grants where funds are allocated for general purposes, when contracting, the purchaser is buying either a fixed number of products or the delivery of a service, the details of which has been set out in the specification. Where the grant purposes are not met the funder may "clawback" allocated funds; the contract requires the contractor to deliver the service, exactly as set out for the price quoted. Failure to deliver for the price quoted is more serious as this can lead to breach of contract actions. Issues in tender pricing therefore are similar to any other major purchase, such as buying property and are more to do with how much the purchaser is prepared to pay and what exactly they are prepared to buy.

Participants in this half day briefing will:

- Increase their understand the way public sector purchasers view price;
- Improve their understanding of how to assemble and build the cost and price of their offer;
- Understand how price scored in tender appraisal ;
- Produce a set of documents which might be used as a framework for pricing tenders.

All participants will receive a CD containing slides and documents relevant to the matters covered during the briefing.

#### Who should attend?

Senior Managers; Trustees; Business Development Managers; Staff involved in preparing and submitting tenders; Finance Officers; Staff of umbrella organisations advising others how to prepare tenders.

#### When and Where?

Ref 101/09 London 1<sup>st</sup> December 9.30 to 12.30

Ref 108/09 Birmingham 19<sup>th</sup> January 1.30 to 4.30

#### Fees

TfC Members £105 including VAT

Non TfC Members £120 including VAT

A Booking Form may be downloaded from the "Open Courses" section of the website

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

To book please complete the Booking form and submit by fax in order to reserve a place or places then send the original with payment by post. If you wish to be invoiced an pay by BACS please complete the appropriate section of the form.

For further information

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