

# Quick Tips for Bid Management Excellence & Success

## ◆ Step 2: Agile Project Working



Timescales are tight! Typically the procuring organisation will give 6-8 weeks to respond to hundreds of questions and complete your tender submission.

Your Bid Team may be dealing with multiple tenders and collaborating with many stakeholders across various teams, divisions and geographies. Complex and numerous requests and tasks will need to be coordinated to successfully complete the tender submission within these pressurised timescales.

Rapid project deployment and agile working will be critical to optimising both collaborator resources and give your team time to finesse tender response quality and scores.

### Overview

- ◆ **Risks:** Poor planning and delays in project set up and task setting can quickly impact timescales and the quality of tender responses. This can result in lower evaluation scores and win rates, as well as put your brand reputation, revenue and profits at risk.
- ◆ **Action:** It is critical to act quickly and decisively to coordinate tender evaluation and submission activities. Having a robust project plan with clear goals, actions, task assignment and timescales is paramount.
- ◆ **Result:** This will assist all stakeholders in understanding their roles and accountabilities. It will allow for better tracking of project progress, early warning and resolution of risks and roadblocks together with a full audit trail of approvals.
- ◆ **Benefit:** This will deliver cohesive streamlined project management, optimising both time and resources. This will provide opportunities to compile improved quality tender responses, increased competitiveness and win rates.



This Guide forms part of the [10 Step Guiding Principles](#), a Best Practice Bid Management philosophy developed by the TenderEyes Team. Based on a wealth of first-hand operational, executive and bid governance experience and collaboration with highly knowledgeable corporate bid teams.



## Best Practice Goals

- ◆ Adopt a consistent approach, methodologies and tools to manage multiple bids.
- ◆ Quickly allocate resources and define roles and responsibilities.
- ◆ Execute fast delegation of tasks with clear criteria and deadlines for responses.
- ◆ Streamline and automate workflows, notifications, alerts and actions where possible.
- ◆ Stay agile and alert to identify and resolve roadblocks.

## Digital Transformation

The adoption of an enterprise bid management solution will help address the complexities of the bid process and challenging collaboration between the multiple internal and external stakeholders.



### TenderEyes Project Workspace Module

#### Quick Deployment

Seamless project start-up with automated workflows and immediate access to sales documents, key facts and win themes.

#### Agile Working

Streamline activity with automated tasks, alerts, reminders and deadlines and easy one-click section or questions allocation.

#### Auto-Complete Responses

Create documents with easy template construction and auto-populate content from the Knowledge Bank.

#### Optimised Resources

Defined and transparent project roles, responsibilities, stages and goals with easy progress and performance tracking.

#### Evaluation & Scoring

Capture criteria, questions, responses and scores. Set up feedback loops and project debriefs for continuous improvement.

#### Approvals & Governance

Set up project methodologies, staged gateways, corporate approvals and decision gates.



## Interested in Taking a Deeper Dive?

Let our team show you how the TenderEyes Enterprise Bid Management Solution can help transform your tender processes and success!

[Book My Demo](#)

## ◆ About TenderEyes

TenderEyes is the leading Enterprise Bid Management solution designed to empower end-to-end opportunity, tender and contract success.

The scalable, configurable platform includes powerful intuitive tools, workflow automation and in-built best practice, all to deliver smarter collaborative working.

Proven across teams, divisions and geographies within long-standing global top tier customers and across multiple sectors in 24 plus countries in 5 continents.

**Empowering Bid Excellence & Success!**

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