



Call for tenders

eCOURSE INTRODUCTION

A new Public Business Tender arrives – to bid or not to bid? You need to interpret the tender document confidently and clearly as well as understand the steps involved to produce a professional tender proposal and to become a final contender in the competition. Not every public tender issued that is of interest to you is worth the effort of tendering. Sometimes the right decision is not to bid.

The *Tendering for Business 101* was designed and developed by **Caroline McKenna**. Caroline is an accomplished Senior Business Executive, with over 15 years' experience within complex sales environments.



athe | ENDORSED
PROGRAMME

eCOURSE AIM

This eCourse aims to provide businesses new to public sector tendering with a clear understanding on how and where to begin the search for tenders and clearly explain the formal tender process involved when applying for such tender opportunities. It will provide insight into measures that can support a successful proposal. It is written in straightforward English to simplify what can otherwise be a complicated process for the beginner.

eCOURSE CONTENT, ASSESSMENT & ACCREDITATION

This eCourse requires approximately 12 hours of study. There are four learning topics:

1. Finding Tendering Opportunities
2. Qualifying Tenders for Your Business
3. Preparing a Tender Proposal
4. Procedure Following Tender Award Decision

When you have completed your eCourse, take the on-line assessment to test and validate your new knowledge! Once successful, you will receive an ATHE Endorsed Programme certificate in *Tendering for Business 101* from **South East College of Further Education & Training**.

WHO IS IT SUITABLE FOR?

This eCourse is suitable for businesses exploring business growth, business owners and employee new to the tendering process. You have access to your course 24 hours a day, seven days a week, 365 days a year, making learning work for you, at a pace and time that suits you.

HOW TO PURCHASE THIS COURSE

Go to www.southeastcollege.ie and begin your learning journey!!