

## Collaborative Tendering How to Tender as a Consortium

This all-in package is based on our highly successful work in helping providers to form consortia and then tender successfully. The "How to Win Tenders" in-house events take participants through the process of forming a consortium. This includes a practical, interactive day with all participants receiving a copy of all of the documentation necessary to complete each stage of the process; also a CD containing a wide range of information which we consider to be relevant to the training Course. In addition all participants will receive a copy of our CD – A Guide to Tendering as a Consortium. We make a single charge for groups of up to 20 people. We can accommodate larger numbers subject to prior discussion.

### The course covers:

**What the legislation allows (Competition Act 1998 and Procurement law; Possible models of collaboration; Corporate considerations for collaboration and/or participating in a consortium; How to tender successfully as a consortium – what the purchasers are looking for; collaborative contracting and future options.**

It is a current general view that tendering collaboratively or as a consortium will provide a successful route to securing contracts for the delivery of services. It is well known that these type of arrangements are difficult to manage effectively. It is, therefore important that before any commitments are made certain aspects are well understood by all involved:

The systems and procedures which are necessary to protect providers and that purchasers expect to be in place;

How to minimise risk; and

How to assure purchasers that the contract will be delivered as specified.

In structuring the collaboration or consortium it is important that participants are all aware of the Regulations and the business models which can be used. This Course will include practical exercises; identify the potential legal pitfalls and show how these can be avoided and also demonstrate the opportunities which are offered by collaborative tendering. Participants will receive a copy of the CD – A Guide to Tendering as a Consortium, which includes a number of checklists for those to be involved in the collaboration as well as a set of action points for forming the consortium.

### The Course will cover:

- The Competition Act 1998, the Public Contracts Regulations and consortium tendering – what are the rules?
- How the Treaty of Lisbon impacts on collaborative working – how to avoid the potential risks such as fines and the award of damages arising from competition law;
- Consortium models,
- Other forms of collaborative working – sub-contracting and mergers;
- What standards might be required by a lead contractor and/or consortium members;
- Options for forming a consortium;
- New possibilities and opportunities which collaborative tendering is opening up for companies, organisations and sole traders;
- Options for your company/organisation.



## Course Objectives

- the legal and regulatory framework which govern consortium working;
- how competition law affects consortium formation;
- what the purchasers require of a consortium ;
- description, functions and operation of the three models of consortium working;
- the stages and supporting documentation necessary to set up a consortium which is suitable for tendering for public sector contracts.

## Course Content

The course is structured in three parts which cover the following:

- i) The first part develops an understanding of Legal and Regulatory background to EU/UK law as this applies to consortium working. In particular it covers competition law and the key compliance aspects for scoring when tendering as a consortium
- ii) The second part covers the knowledge necessary to understand the three models of consortium working and how these fit with the tendering process
- iii) The third part is a review of the four phases of consortium working based on the relevant documentation:
  - Confidentiality and Information Sharing Agreements;
  - Due diligence and consortium workbook with a model for steering group;
  - Conflict of interest and sub-contracting workbook;
  - An example agreement for use when sub-contracting.

We consider the relevant documentation at each stage which is in the form of:

- Checklists
- Example agreements

**The Course is usually run** from 10.00 am to 4.00 pm, but other delivery models are possible.

## This Course is CPD Certified

**We supply** a projector and computer, but require a flip chart and screen.

**Room layout cabaret style with a top table**. A table is also required for the projector

## Fee package

For the in-house Course as set out above our fees are as follows

- Fee - £1,200 as a one day course; other formats are possible please contact us to discuss your requirements;



- all delegates will receive CD designed to support the Course together with a copy of our CD – A Guide to Tendering as a Consortium as well as a CD designed to support the Course (worth £30) ;
- O/N accommodation on the night prior to the event (this is excluded from events run within the M25).

The cost of the accommodation is usually paid directly to the hotel by the event organiser. This avoids potential difficulties regarding VAT.

- Cost of travel. (rail);
- VAT on the above.

**In order to discuss** your specific requirements

please telephone 01629 57501

or email [info@tenderingforcare.com](mailto:info@tenderingforcare.com)

**Participants** in previous in-house Courses said:

*well presented. Tutor very knowledgeable and gave useful information*

*excellent day – challenging!*

*many pieces of a jigsaw have been put together*

*excellent level of knowledge*

*it was worth having the training here as it enabled us to focus on tendering as it applies to us*

*it was wonderful to have the big picture and fit my charity into it. Just Brilliant. Moved my thinking on be 10 leaps!!*

Contact us for information

Tel: 01629 57501

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