

1. If you're not sure, ask (us or ILL)
 - Don't make an assumption on what the ILL is asking for – ask
 - Contact details for questions on technical aspects are included in the tender documents
2. Contracts are usually awarded on the basis of Best Value for Money
3. Country of origin:
 - Supplies = the country(ies) of manufacture or last major transformation (including sub-assemblies and components)
 - Services = the country(ies) in which the contractor is established
4. Pick your preferred currency: £, €
5. Be prepared to make a competitive bid
6. All tender documents should be available in English
7. Acknowledge receipt of the tender documents
8. Make sure you complete all documents and double check the number of references required
9. Ensure you submit the information in the correct way as stipulated in the documentation
10. Respect the deadlines
11. A decline is better than no response if you don't wish to bid; this will help to ensure you are invited for future tenders

Procurement process

 <p>Above 50k € (~ £45k) An outline specification of the tender is passed to the ILO (STFC) before the tender is released for us to circulate and recommend companies.</p>	These tenders are circulated to relevant sectors on STFC's database. You can register for the database at: www.stfc.ukri.org/tender
 <p>Below 50k € (~£45k) ILL finds companies from its procurement database and contacts. The ILOs may be asked for specialist purchases.</p>	For these tenders, relationships with technical staff at the ILL are vital. Please contact STFC for assistance in making those links. tenderopportunities@stfc.ukri.org

For more information please contact: Laura Sewell
tenderopportunities@stfc.ukri.org
Tel: +44(0)1793 442 190
www.stfc.ukri.org/tender

If you need help with export please contact:
Hakim.Zermouni@fco.gov.uk or
Christine.taylor-colas@fco.gov.uk
opportunities.export.great.gov.uk/

Credit: ILL

