

Tender Writing Training

This workshop programme is funded by the Scottish Government and is **free of charge** to eligible Third Sector Organisations

Delivery of services to the public sector is an important market for enterprising third sector organisations.

How do you find out about these opportunities and how do you write a successful tender document?

CEIS, the Supplier Development Programme, and partners, are running a series of free of charge tender writing workshops across Scotland. Designed specifically for managers and staff of third sector organisations, who have responsibility for business development and tender writing, the workshops will offer practical guidance for organisations wishing to compete for public sector contracts.

For more information and a link to the online booking form go to www.ceis.org.uk and click on Tender Writing Training, or call 0141 425 2900



The interactive workshops will include contributions from experts, including procurement practitioners and organisations with experience of successful tender writing. The programme has been designed for introductory, intermediate and advanced levels.

Workshop 1: Introductory - Accessing Public Sector Tenders (1 day)

Angus	22nd April 2010	Fife	29th April 2010
Inverness	26th May 2010	Borders	1st July 2010
Glasgow	7th Sept 2010	Edinburgh	9th Dec 2010

Workshop 2: Intermediate - Successful Tendering for Public Sector Contracts (3 days)

Dundee	6th May, 13th May and 20th May 2010
Inverness	10th June, 17th June and 24th June 2010
Glasgow	30th Sept, 7th Oct and 21st Oct 2010
Edinburgh	13th Jan, 20th Jan and 27th Jan 2011

Workshop 3: Advanced - Advanced Tendering for Public Sector Contracts (3 days)

Edinburgh	11th May, 18th May and 25th May 2010
Ayrshire	1th June, 8th June and 15th June 2010
Aberdeen	2nd Sept, 9th Sept and 16th Sept 2010
Glasgow	12th Jan, 19th Jan and 26th Jan 2011

